

For the Fiscal Year Beginning July 1, 2008

City of Santa Ana
Annual Budget

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City of Santa Ana
Annual Budget

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CITY OF SANTA ANA

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May 19, 2008

Honorable Mayor and City Council Members:

We are pleased to present the budget for the City of Santa Ana for the 2008-2009 Fiscal Year. This budget reflects your established priorities and maintains core services while responding to the impacts of the current economic climate on the City's financial position. Combining established priorities with the annual financial plan for operations and capital improvements enables us to direct our resources toward those programs, projects and activities with the greatest potential for achieving our vision of being

"The dynamic urban center of Orange County acclaimed for our:

- Investment in children,
- Neighborhood pride,
- Enriching cultural experiences,
- Appreciation of diversity,
- Thriving economic climate,
- Quality government services, and
- Leadership among California cities."

Santa Ana's purpose statement, which describes why the organization exists, is: "To provide quality service to enhance the safety, livability and prosperity of our community."

The City continues to pursue 12 citywide goals that are essential for achieving our vision and purpose. They are:

- Ensure a safe community;
- Be a catalyst for the positive development of young people;
- Foster neighborhood pride and community understanding;
- Provide and maintain first-rate infrastructure and community facilities;
- Ensure an attractive and well-maintained city;
- Create an environment that stimulates the growth of arts and cultural opportunities;
- Recruit and retain a highly skilled and diverse workforce;
- Ensure the City's long-term financial ability to deliver quality services;
- Attract and retain a prosperous business community;
- Optimize workforce effectiveness through training, technology, equipment and facilities;

- Develop and continuously improve systems to assure high-quality services to customers; and
- Assume a leadership role in regional issues of primary importance to Santa Ana.

At a goal setting retreat held this past fall, the City Council reaffirmed these goals, and established four focused priorities for the coming year. They are to:

- Enhance public safety;
- Improve transportation infrastructure;
- Complete minor deferred maintenance projects in all parks; and
- Ensure the City's long-term financial stability.

The proposed FY 2008-2009 budget has been developed to respond to these focused priorities, as well as with the City's vision and purpose and goals, within the financial resources available.

Economic Outlook

Consistent with the condition of the national economy, California's economy is projected to experience slower growth in 2008 than for either 2007 or 2006, although there may be some improvement in 2009 and 2010. California's unemployment rate is expected to top 6% by the end of 2008 which is higher than the 5.1% U.S. rate. California continues to experience a housing slump with very slow sales and decreases in home prices that will hit double digits by the end of 2008.

The housing slump and higher energy costs have taken a significant toll on discretionary income, and consequently have affected taxable sales statewide. Sales tax growth in 2005 was 7.4% but only 4% in 2006—and for the first three quarters of 2007 it was less than one percent. Orange County's construction and financial markets are expected to be the weakest sectors of the economy for 2008 followed by trade, transportation, and utilities, all of which are indirectly affected by the housing market. Based on the declining economic condition in California, the State is estimating a \$14 to \$21 billion dollar deficit. Although Proposition 1A, approved by the voters in November 2004, appears to be successfully protecting local government sales and property tax revenues from State shifts, the Governor has authorized the delay of gas tax payments to cities and counties for five months, and state-controlled grant and revenue funds such COPS Program and Proposition 172 public safety (1/2 cent) sales tax funds, may be at risk.

Budget Overview

Not only is the State experiencing serious financial challenges, so are the majority of cities in California. Santa Ana is no exception, and is feeling the effects of much slower revenue growth, combined with rapidly escalating costs.

The total estimated revenue for all city funds for FY 2008-09 is \$509,859,815. Of this amount \$77.8 million represents the water, sewer, sanitation and refuse funds; \$22.5 million comes from

grants and other special revenues for restrictive programs; \$76.9 million from grants for capital projects; and \$209 million represents the General Fund.

Total budgeted appropriations for all city funds for 2008-2009 is \$583,029,740 which includes a capital improvement budget of \$99.4 million; a water, sewer, sanitation and refuse budget of \$81.8 million; and a General Fund budget of \$239 million.

The General Fund budget supports the functions most commonly associated with city government: police, fire, recreation, library, planning and building, street maintenance, and general city administration. These services are being provided to an increasing population. According to the State Department of Finance, Santa Ana's population in January 2008 was 353,428, a 55 percent increase over the past 20 years. The General Fund's four largest revenue sources comprise 60.7% of total General Fund revenues. Those revenue sources are sales tax (21.1%), Property Tax (14.1%), Utility Users Tax (13.0%) and Property Tax in Lieu of Motor Vehicle Fees (12.5%).

The decline in home sales, increases in energy costs and the decrease in the growth of personal discretionary income will affect the General Fund's two largest revenue sources, sales tax and property tax. Sales tax revenue is expected to remain flat at \$45.5 million and property tax revenues are expected to increase by only 3% to \$30.4 million. Utility Users Tax revenue is expected to increase 2% to \$28 million and Property Tax in Lieu of Motor Vehicle Fees is expected to increase 3% to \$27 million. Revenues received from charges for services are expected to decrease, primarily due to the slow growth in building. Overall, General Fund revenues for the coming fiscal year are expected to decrease 1.4% from FY 2007-2008.

The City of Santa Ana is subject to the same escalating costs for energy, goods, and materials that the private sector is experiencing. In addition, commitments made to Santa Ana employees through negotiated contract extensions also have increased overall costs. As a result, General Fund appropriations for FY 2008-2009 are expected to increase by 5.6%. Police and Fire services represent 56% of the City's authorized workforce and 72.6% of the General Fund budget or \$177 million. Programs associated with Parks, Recreation and Community Services will total \$16 million (6.6% of General Fund appropriations) and Planning and Building services are appropriated at \$12.3 million (5% of General Fund appropriations).

The combination of reduced revenues and increased expenditures makes Santa Ana's budget situation worse for the coming Fiscal Year. Although funds are available to balance the structural deficit, unless efforts are taken to reduce expenditures and increase revenues, the City's fund balance will be significantly reduced by the end of FY 2008-2009.

To remedy this situation, we are proposing a two to three year approach, which will allow the City to continue to provide critical, front-line services to the public while helping the City Council achieve your goals for enhanced public safety, improved transportation infrastructure, completion of minor deferred maintenance in parks, and enhanced long-term financial stability for the City.

The two to three year strategy utilizes reductions in expenditures where feasible now, implementation of enhanced retirement benefits in January 2009 to create additional vacancies that can be eliminated in future years, and careful evaluation of all business practices over the next 12 to 24 months to reduce service redundancies and improve efficiency.

For 2008-2009, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance and Management Services, and Personnel Services) have reduced their ongoing operational budgets by five percent (5%), without jeopardizing any core services. These reductions are being accomplished primarily through the elimination of funded positions that have been vacant for some time.

The only General Fund allocation to the Public Works department is for maintenance of effort funding as required for the continued receipt of gas tax and Measure M dollars. The Planning and Building Agency has been allocated sufficient funds to cover negotiated increases in labor, but otherwise, funding remains at FY 2007-2008 levels.

Police, Fire, and Parks, Recreation and Community Services (PRCSA) have been allocated sufficient funds for negotiated increases in personnel, and a few supplemental budget requests, primarily related to increases in energy costs. PRCSA also received supplemental budget allocations to facilitate the reduction of minor deferred maintenance in parks, consistent with the Council's focused priority.

Although no new officer positions are proposed for the Police Department, the FY 2008-2009 budget will allow civilian employees to replace sworn officers in several administrative positions, so that the officers can be redeployed to front-line services. Funding will continue for the 11 police officer positions added to last year's budget. In addition, the City will continue to explore federal grant opportunities for adding police officer positions.

In addition to controlling expenditures by creating vacancies, restructuring work flow, and reducing organizational redundancies, efforts to identify opportunities for increased revenues will continue. A cost allocation study of all fees for service will be completed this summer; recommendations for increasing certain fees and charges to recover a greater percentage of the cost to provide services will be presented to the City Council at mid year. However, because of the estimated General Fund deficit, achieving the Council's vision for long-term financial stability will require a combination of revenue increases and expenditure reductions.

The proposed budget decreases full-time employees by 2 positions for a total workforce allocation of 1,754. This workforce figure equates to a ratio of five employees per 1,000 residents and demonstrates a significant improvement in operational efficiencies over the past several years. For example, in FY 1986-87, the ratio was 7.5 employees per 1,000 residents. Through a combination of reductions in our workforce, keeping a number of positions vacant and generating savings through systems improvements resulting from our continuous improvement efforts, the City continues to maintain its position of being the most efficient at providing services when compared to the 11 largest cities in California and the 100 largest cities in the country.

Achieving Established Council Priorities

In spite of the financial challenges Santa Ana is experiencing, we remain committed to providing responsive, high quality services to the public. This fiscal year the City's departments will continue to align their efforts toward reaching the four established City Council priorities, while maintaining all of the programs and services the community has come to expect. The following is a synopsis of the activities, programs and projects incorporated in the proposed budget to respond to these priorities.

Enhance Public Safety

The City will continue to dedicate significant resources to Police, Fire, Public Works, and Planning and Building, which have primary responsibility for enhancing public safety. The City demonstrates its commitment to this goal by providing public safety facilities that accommodate current and future needs of the City; recruiting and retaining quality public safety and code enforcement personnel; effectively and equitably enforcing construction and land use codes; and protecting the health of the community through high quality and reliable water, sewer and refuse collection systems.

Programs for FY 2008-2009 that will enhance the City's public safety include the following.

- The City Council approved the hiring of 11 additional police officers for FY 2007-2008 to enhance public safety with the intention to add more police officers based on available funding. Funding for these officers is maintained in the proposed budget. As mentioned above, with additional funding currently unavailable for FY 2008-2009, civilian employees will be replacing sworn police officers in some administrative positions so that sworn police officers can be dedicated to front-line services.
- During FY 2007-2008 major narcotic violators were identified, seized and prosecuted through three investigations; special investigations detectives made 781 misdemeanor arrests and 816 felony arrests; 222 career criminals/parolees were sent back to jail; and the Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets, including several cases of national newsworthiness. In the coming year the Police Department will continue working with federal, state, and local law enforcement agencies to identify and prosecute mid-level and major narcotic violations, money laundering, and other career criminal and gang operations. Funding for all of these important efforts is being maintained in the proposed budget.
- Over the past few fiscal years the Police Department received grant funding for gang injunction enforcement, domestic violence enforcement and intervention, and focused gang suppression resources toward the prosecution of Tri-Agency Resource/Gang Enforcement Teams (TARGET) offenders to reduce community fear and enhance public safety. In addition to continuing this program, the Police Department will maintain a minimum of 20 Gang Recognition Specialists in training to reduce gang crime and service as a force multiplier for the Crimes Against Persons Division.

- The City's community-oriented policing approach will continue, involving the community, private sector, other City departments and outside agencies to achieve long-term solutions to persistent crime problems.
- The City's Emergency Operations Center (EOC) is considered one of the best, non-dedicated EOCs in California, with a state-of-the-art countywide EOC communications system using "WebEOC." For FY 2008-2009 additional short wave radios will be procured to improve communications with the 20 designated citizen and employee shelters and the cache of survival food stored for employee use during a large disaster will be replaced.
- The Community Emergency Response Team (CERT) is a volunteer program designed to train local residents with important basic skills to help respond to a disaster. Throughout the program's six-year history the City has trained over 500 residents—an additional 100 CERT volunteers will be trained this next fiscal year.
- The Santa Ana Fire Department will participate in a countywide effort to acquire a data switch to a centralized server to host Orange County fire services. This will provide information sharing between each fire operations center to allow seamless requests for units across city lines, thereby improving response times to an incident anywhere in the county.
- Last fiscal year, Santa Ana implemented the Graffiti Trackers Program to significantly improve our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology. In FY 2008-2009, the Police Department will create anti-graffiti campaign videos for use at public meetings and schools, including two anti-graffiti videos for presentations targeting middle and high school aged students. This anti-graffiti campaign will be a catalyst for the positive development of young people and contribute to the City's goal of ensuring an attractive and well-maintained city.
- Community Preservation will continue to be highly responsive to citizen complaints, observed violations and special projects. The division will continue to partner with the grocers in Santa Ana to eliminate abandoned shopping cart blight in neighborhoods.
- Community Preservation also will be resuming neighborhood-by-neighborhood enforcement by the Special Projects Team in nine neighborhoods. Programs also will be developed to address the increasing number of vacant properties appearing due to foreclosure.
- All Building Inspectors have completed State certification as essential emergency services/damage assessment inspectors. Ongoing training of inspectors will continue to provide knowledge to address a combination of residential inspections during a single site visit, providing more efficient use of inspectors' time and greater convenience to the property owner.
- Last year the Planning and Building Department improved its customer service measurably by the reduction in delivery time of Development Review comments from an average of 44 days in 2006 to an average of 36 days in 2007. Efforts will continue in the coming year to further reduce turn around time for development processing.

- The Capital Improvement Program for FY 2008-2009 includes a variety of infrastructure projects that will enhance public safety, including \$1.45 million in sewer improvements, \$4.6 million in water main replacements, and continued funding for the replacement of sidewalks, curbs and gutters to reduce trips and falls.

Improve Transportation Infrastructure

The City has made significant progress over the past five years in rehabilitating its arterial highways and, due to new funding resources, long awaited improvements to the local neighborhood streets will be made over the next five years. Major funding for local streets was made available through Proposition 42 revenues and Proposition 1B at the State level, and through the issuance of \$60 million in Gas Tax Revenue Certificates of Participation (COP) in December 2007.

Programs for FY 2008-2009 that will improve the City's transportation infrastructure include the following.

- Project Restore, the City's \$100 million investment in residential streets will utilize \$20 million in COP funding in FY 2008-2009. The total budget for Project Restore this next year will exceed \$25 million.
- Considerable progress has been made on the \$225 million Bristol Street Widening Project from Warner Avenue to 17th Street. In FY 2008-2009 the City will move forward with the widening between Pine and Third Streets and between Pine and McFadden.
- Additional arterial improvements identified in the proposed budget include the completion of widening along Grand Avenue between First and Fourth Streets, intersection widening at Grand Avenue and Dyer Road; the widening of the First Street bridge over the Santa Ana River, and continuation of design work for an over-crossing at Alton Road and the 55 Freeway to improve connectivity between Santa Ana and the City of Irvine. In addition, more than \$10 million is included in the budget for arterial street reconstruction and resurfacing.
- The City's "Go Local" Transit Study, which will result in the establishment of a local transit system connecting the Santa Ana Regional Transportation Center with the Civic Center and the Pacific-Electric Right of Way to Garden Grove, has been submitted to the Orange County Transportation Authority for funding approval. Efforts will continue to advocate for this important transit project in FY 2008-2009.

Complete Minor Deferred Maintenance Projects in all Parks

Because the City is built out, parks are a critical asset for our residents, providing a place for the community's youth and families to enjoy nature and the outdoors. Santa Ana's parks are extremely well used, which increases the demand for maintenance work. To ensure that our parks remain attractive and able to serve the needs of the public the Council has requested that greater effort be placed on completing minor deferred maintenance projects in all parks.

Programs for FY 2008-2009 that will address minor deferred park maintenance projects and further enhance the utility of Santa Ana's parks and open space include the following.

- Improved contract administration and inspection to enhance the effectiveness of park landscape maintenance contracts on 18 park sites, at the Santa Ana Zoo and along the City's bike trails.
- The proposed budget includes increased funding for the Parks, Recreation and Community Services Agency to facilitate the implementation innovative initiatives in the areas of deferred maintenance. PRCSA is close to completing a detailed inventory of minor deferred park maintenance projects, as a companion to the major deferred maintenance analysis completed last year.
- The proposed Capital Improvement Program includes park improvements totaling \$3.3 million, including construction of an extension to the Flower Street Bike Trail, and the Tierra de las Pampas exhibit at the Santa Ana Zoo. Funding in the FY 2008-2009 budget also will facilitate the completion of the renovation of the Jerome Recreation Center and the Memorial Park Swimming Pool.
- The proposed budget maintains funding to complete the first phase of the Youth and Family Master Plan. This first phase will focus on the lack of open space as a contributing factor to the risks associated with problem behaviors in youth, such as childhood obesity and gang involvement. Youth program expansions added to the budget last year, such as the annual Catalina trip, Pathways to Adventure program and intramural sports are also maintained in the proposed budget.
- PRCSA will continue to partner with the community to maintain and improve parks through the Adopt-A-Park Program, and park enhancement activities such as the recent KaBOOM! event at Jerome Park, which saved the City \$300,000 in labor and equipment while adding a playground, community garden and mural.

Ensure Long Term Financial Stability

To ensure Santa Ana's long term financial stability, staff will be implementing a two to three year plan to reduce the General Fund deficit, using a combination of expenditure controls while we continue to work towards improving the City's revenue base.

Programs for FY 2008-2009 that will help ensure long term financial stability include the following.

- The first phase of the two to three year plan will include examining department businesses and services to identify opportunities for improved efficiency through reorganization or restructuring of work processes, and holding positions vacant to reduce costs. While the proposed budget envisions maintenance of existing programs and services at their current levels, it will be important to resist the temptation to add new programs or services over the next two years unless new, dedicated revenue sources can be identified.

- A Citywide cost allocation and fee study will be completed this year. Recommendations for achieving a greater percentage of cost recovery for permits and other services provided will be made to the City Council at mid year.
- The City's Enterprise Zone designation was recently renewed for another 15 years, which will continue attracting new businesses to Santa Ana and provide jobs for local residents.
- Efforts will continue to facilitate the expansion and enhancement of the Santa Ana Auto Mall and the expansion of the Main Place Mall.
- Building upon the success of last year, the Community Development Agency and its WORK Center will expand opportunities with local businesses for the Youth Employment Program.
- Funding will continue for the development of a citywide Economic Development Strategic Plan, to help guide the City in developing programs and services to expand the City's revenue base, while continuing to support the needs and interests of the business community.
- In FY 2007-2008 Santa Ana purchased Enterprise Resource Planning (ERP) software which will enhance the City's ability to automate and improve the efficiency of our business processes by providing "real time" information. Implementation of the ERP system is expected to be completed in June 2009.

Additional Accomplishments Planned for 2008-2009

In addition to the programs and activities described above, several additional efforts are proposed to help the City achieve its vision, purpose and goals. These include the following.

- Funds are proposed in the FY 2008-2009 budget to improve public access to City Council meetings through webcasting and web-based archiving.
- A major emphasis of FY 2007-2008 was to enhance Library services to the community. Funding to facilitate expanded hours for three high school libraries including the continued deployment of the City's bookmobile is being maintained for FY 2008-2009.
- A generous bequest from a previous library employee has provided the seed money for design and construction of a space in the library devoted exclusively to the needs and interest of teens. The new Center at the Main Library is scheduled to open October 2008. The library has also initiated Teen Hours three afternoons a week. Teens can drop into the library's meeting room and under a mentor, do homework, relax, meet friends, play games or read. The program currently serves about 50 teens per week, and expectations are that more teenagers will participate once the Center officially opens.
- Services related to literacy skill development and enrichment programs also are maintained in the proposed budget. These activities include reading incentive programs and weekly story times. This past year, three seasonal reading programs registered more than 8,182 youth, and the 538 weekly reading/storytelling programs had an attendance of over 19,375. In addition, 4,265 youth participated in 45 school visits to the library.

In keeping with our commitment to long-term planning, we will continue to dedicate our time, energy and resources toward providing quality service to enhance the safety, livability and prosperity of our community. In spite of the fiscal challenges the City is facing, the FY 2008-2009 budget confirms our commitment to this purpose and incorporates the important programs and projects you have requested in response to the community and its needs. On behalf of our talented and dedicated workforce, I am proud to present the budget for the 2008-2009 Fiscal Year.

A handwritten signature in black ink, appearing to read "David N. Ream". The signature is fluid and cursive, with the first name "David" being the most prominent.

David N. Ream
City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Santa Ana
California**

For the Fiscal Year Beginning

July 1, 2007

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Santa Ana for its annual budget for the fiscal year beginning July 1, 2007.

In order to receive this award, a governmental unit must publish a budget document that meets the program criteria as a policy document, as an operations guide, as a financial plan, and as a communications medium.

The above award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine is eligibility for another award.

*California Society of
Municipal Finance Officers*

**Certificate of Award
For
*Excellence in Operating Budgeting***

Fiscal Year 2007-2008

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

City of Santa Ana

For meeting the criteria established to achieve the Excellence Award in the OPERATING BUDGET CATEGORY.

March 6, 2008



Bradley Robert

Brad Grant
CSMFO President

Cindy Guziak

Cindy Guziak, Chair
Budgeting & Financial Reporting

The above award is valid for a period of one year only. We believe our current budget continues to conform to CSFMO requirements, and we are submitting it to CSFMO to determine is eligibility for another award.

Throughout the history of the City, the needs of the community have been met most effectively by groups of people sharing common goals, objectives, and a desire to improve the quality of life in Santa Ana. In 1992, the Executive Management Team (EMT) concentrated its efforts on formulating a plan to ensure that Santa Ana residents will see continuous improvement in City services and programs well into the next century.

The process began with EMT's development of a vision of what the City could become in twenty years. After completing a draft version of this vision, the EMT defined the purpose and values of the organization. Recognizing the importance of employee involvement, the EMT solicited feedback on the initial versions of the key elements of the City's philosophy. Beginning with mid-managers and supervisors, all levels of the organization were invited to offer ideas, suggestions and critical review. This input was carefully considered and incorporated into the final version of the City's vision. The extension of the process was the development of the citywide goals by EMT with feedback and input from the employees. The result of these efforts was the identification of the nine goals, which are both an expression and an extension of the City's vision and purpose.

For several fiscal years, the City utilized the tools and techniques of our quality program to review, update and revise those goals, while concurrently redefining the City's vision and purpose statements. Through this process, which was lead again by the Executive Management Team, input from over one-third of our workforce, representing every department, was solicited and incorporated into our revised purpose, vision and twelve goals.

The following section includes the new citywide purpose, vision and goals, as well as departmental or agency goals. For identification of the departmental functions supporting the goals, functional organization charts are included for ease of reference.

The City of Santa Ana's Purpose, Vision, Values & Goals

Purpose

Our purpose is to provide quality service to enhance the safety, livability and prosperity of our community.

Vision

The dynamic urban center of Orange County acclaimed for our:

Investment in
Children

Neighborhood
Pride

Enriching
Cultural
Experiences

Appreciation
of Diversity

Thriving
Economic
Climate

Quality
Government
Services

Leadership
Among
California's
Cities

Values

Our organizational values are:
Service, Integrity, Employees, Teamwork

Goals

Ensure a
safe
community

Be a catalyst
for the
positive
development
of young
people

Foster
neighborhood
pride and
community
understanding

Provide and
maintain
first-rate
infrastructure
and
community
facilities

Ensure an
attractive
and
well-maintai
ned city

Create an
environment
that
stimulates the
growth of
arts and
cultural
opportunities

Recruit and
retain a
highly-skilled
and diverse
workforce

Ensure the
City's
long-term
financial
ability to
deliver
quality
services

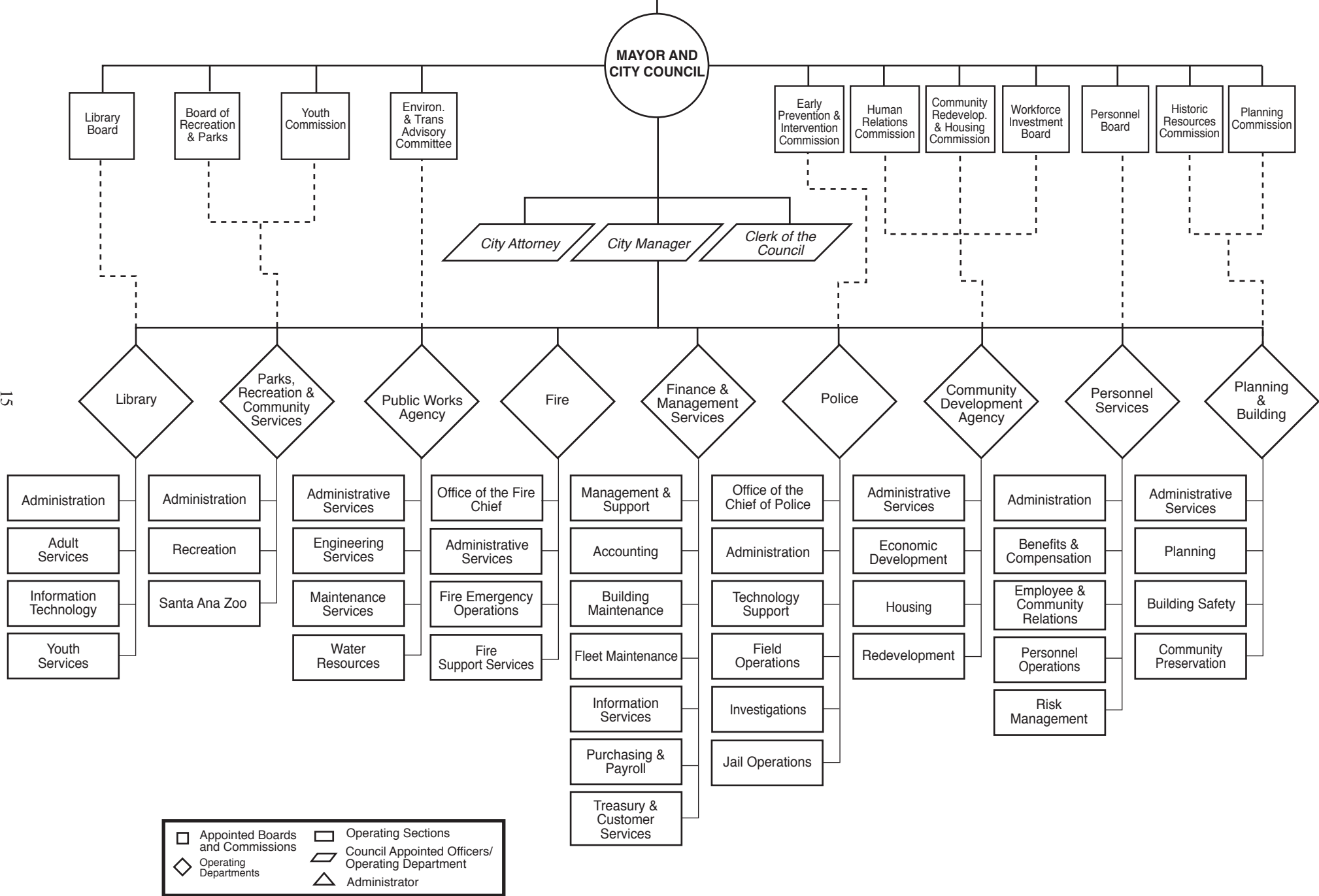
Atract and
retain a
prosperous
business
community

Optimize
workforce
effectiveness
through
training,
technology,
equipment,
and facilities

Develop and
continuously
improve
systems to
assure
high-quality
services to
customers

Assume a
leadership
role in
regional
issues of
primary
importance
to Santa Ana

RESIDENTS OF THE CITY OF SANTA ANA



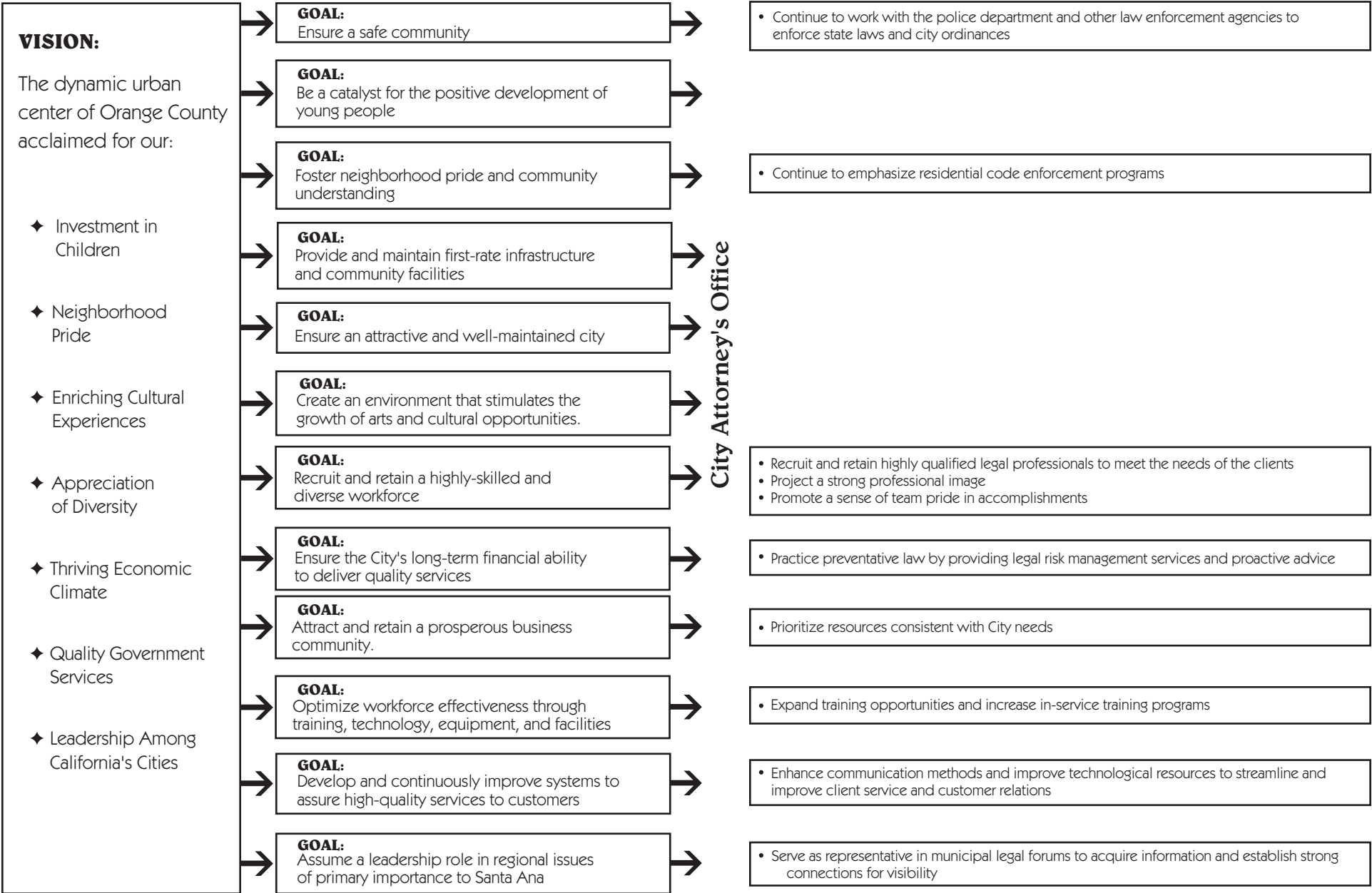
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<p>□ Appointed Boards and Commissions</p> <p>◇ Operating Departments</p>	<p>▭ Operating Sections</p> <p>▭ Council Appointed Officers/ Operating Department</p> <p>△ Administrator</p>
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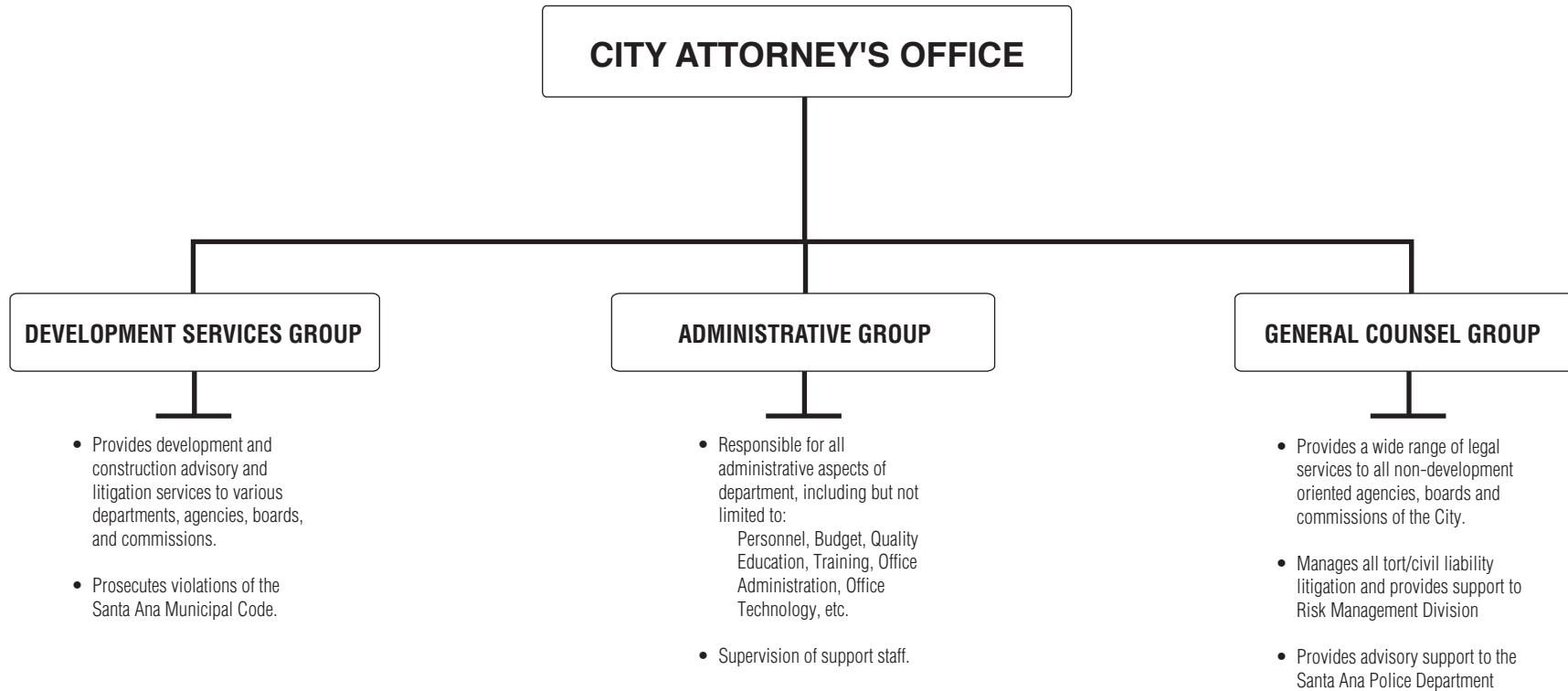
The City of Santa Ana's Purpose, Vision & Goals

City Attorney's Office

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



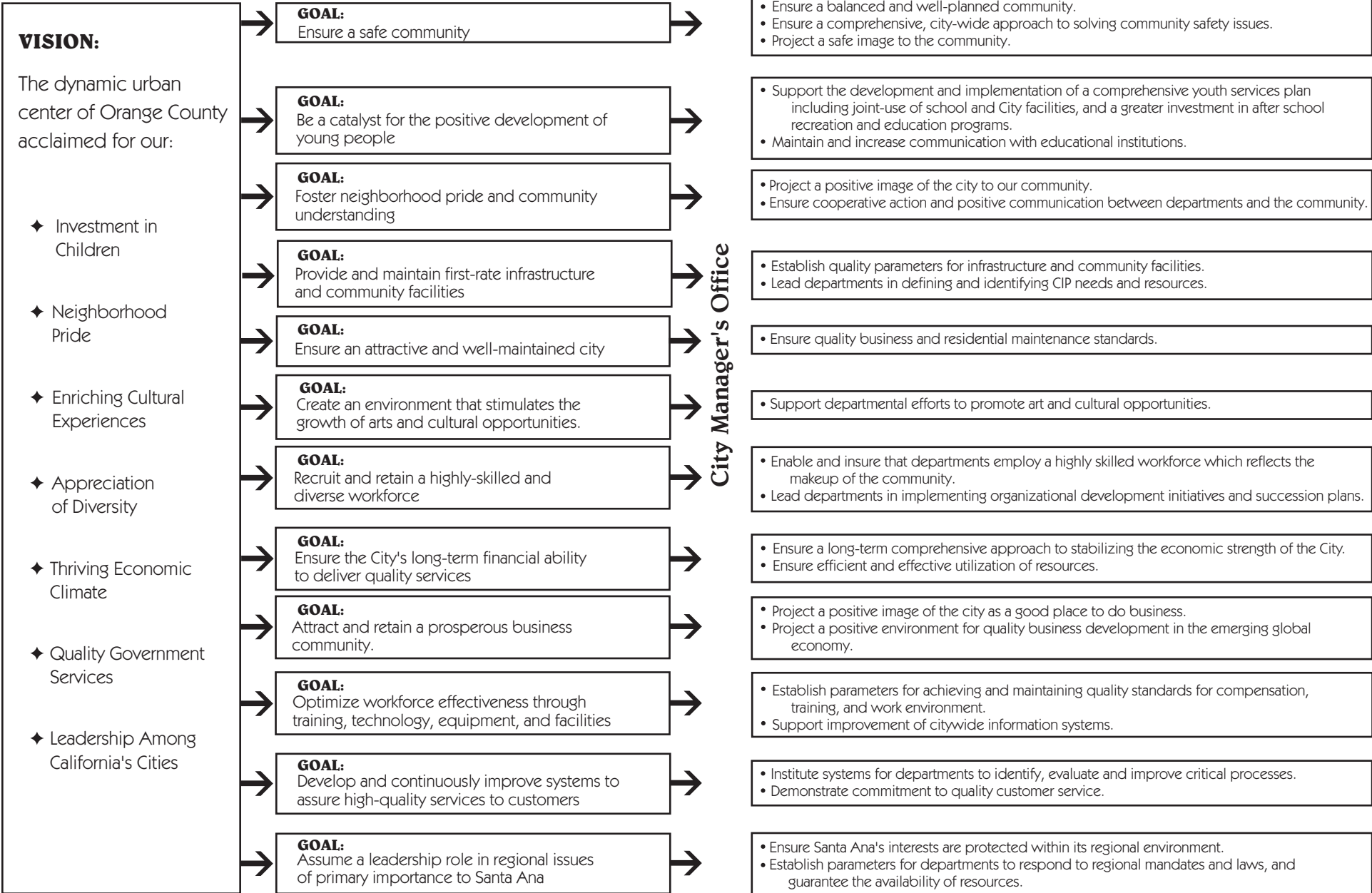
FUNCTIONAL ORGANIZATION CHART



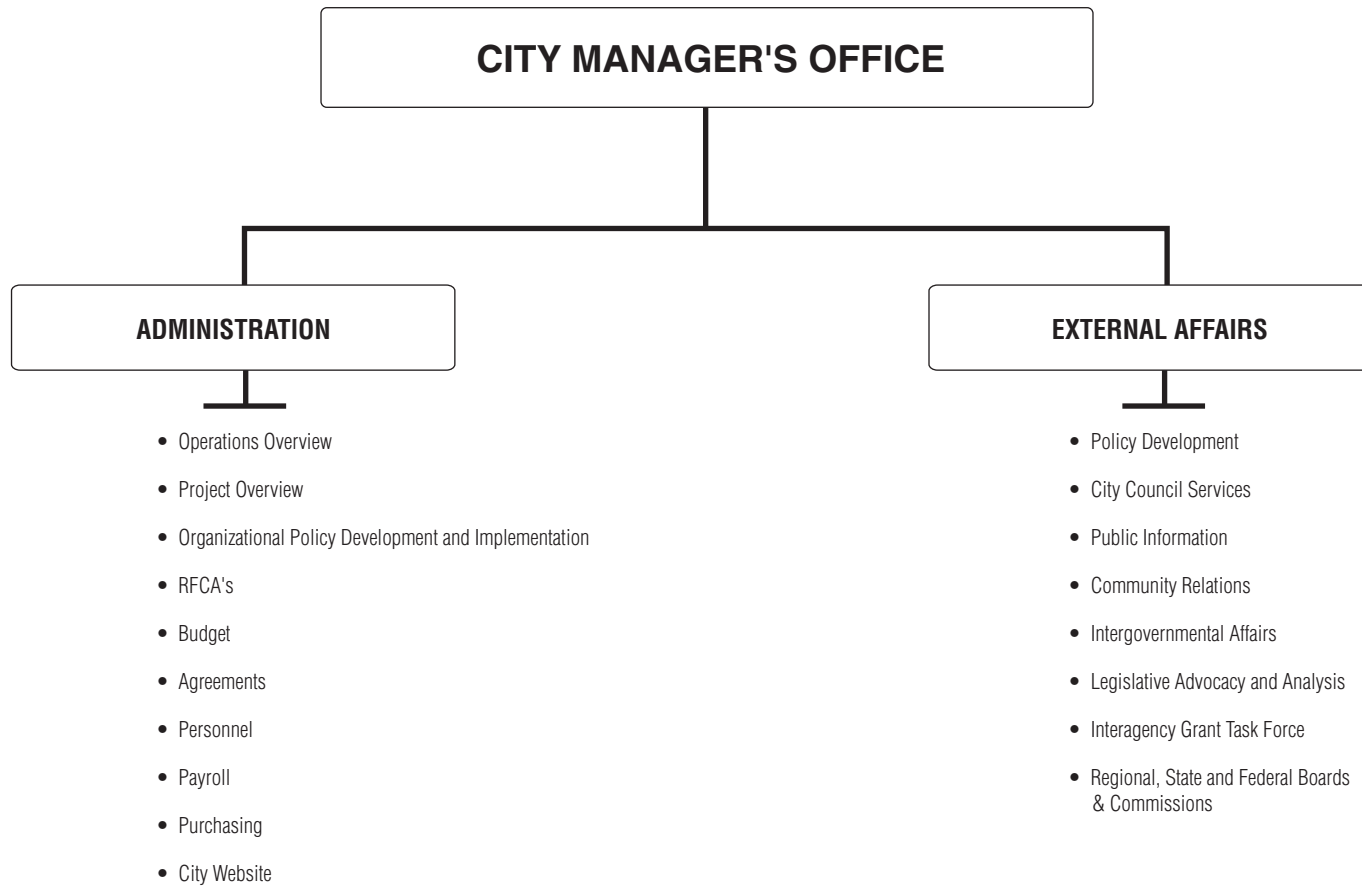
The City of Santa Ana's Purpose, Vision & Goals

City Manager's Office

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



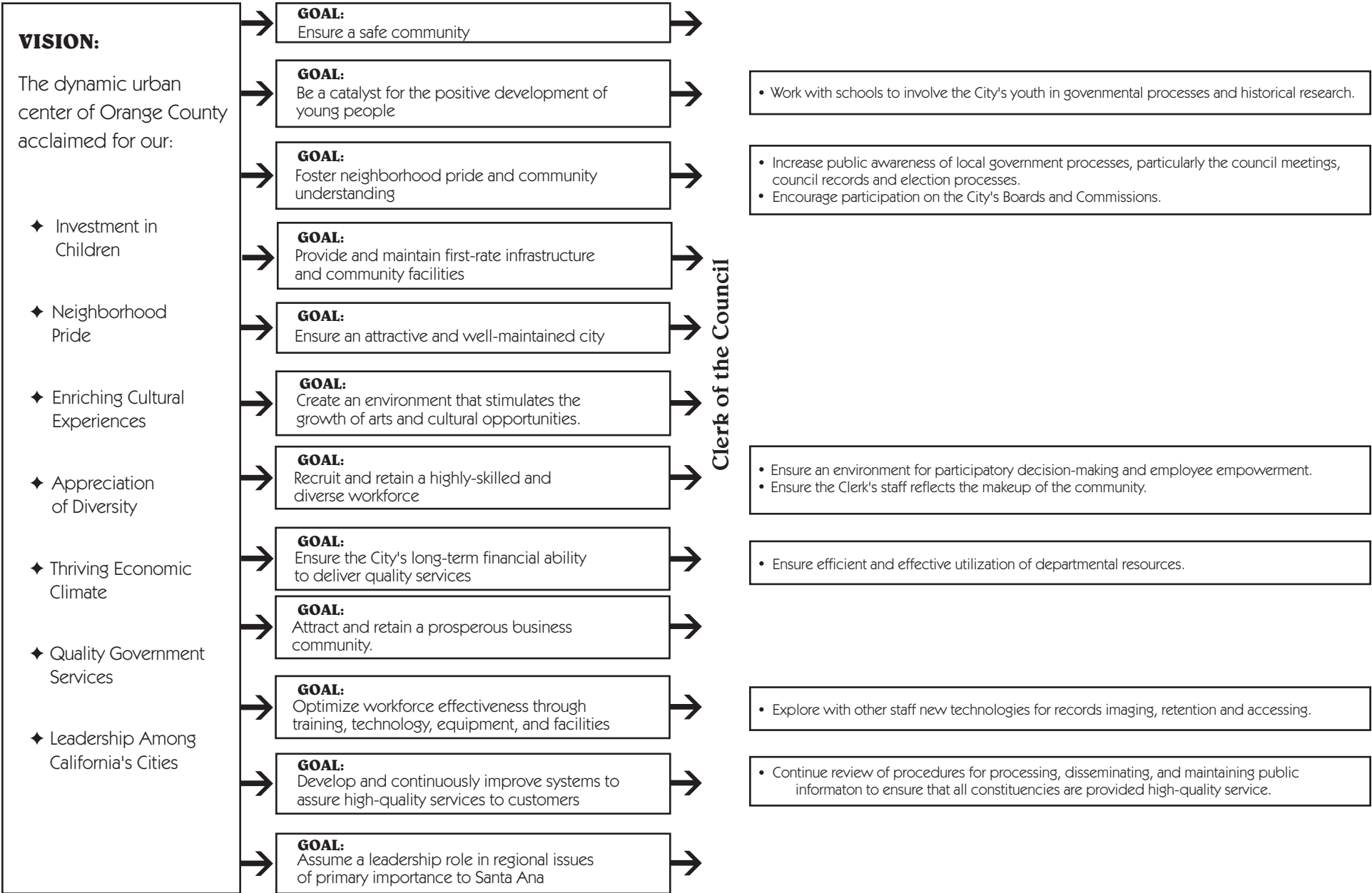
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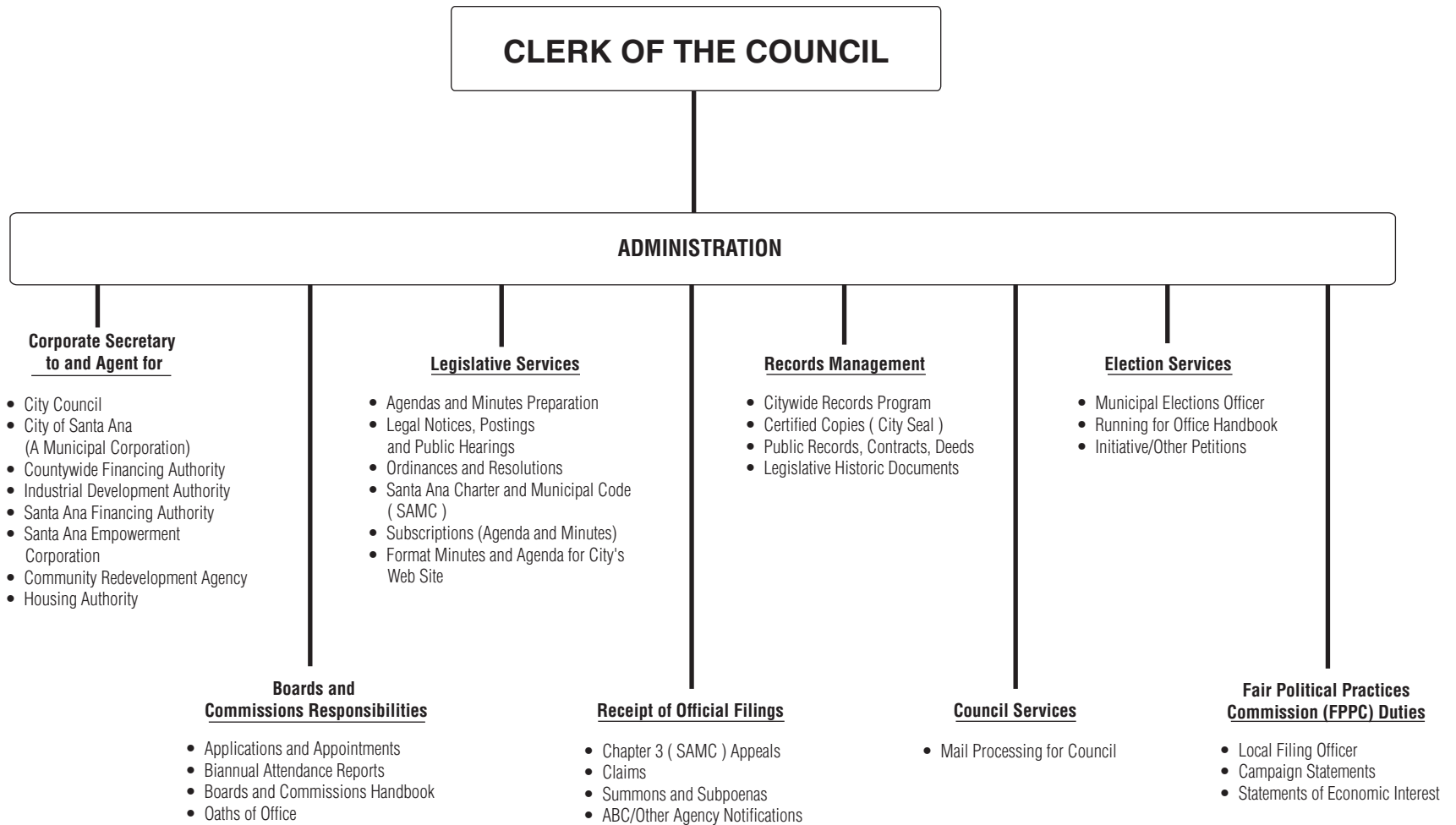
The City of Santa Ana's Purpose, Vision & Goals

Clerk of the Council

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



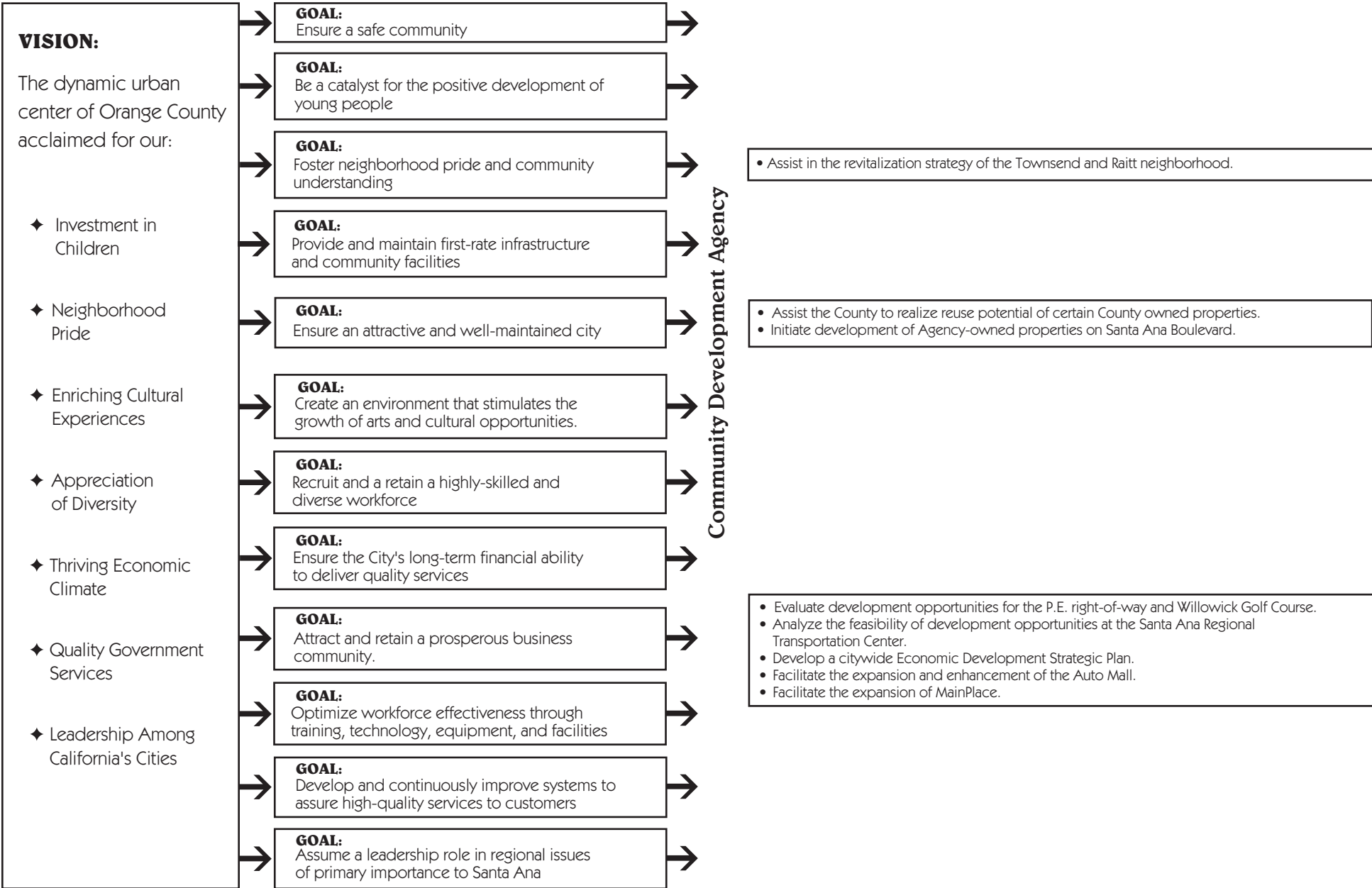
FUNCTIONAL ORGANIZATION CHART



The City of Santa Ana's Purpose, Vision & Goals

Community Development Agency

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



Community Development Agency

FUNCTIONAL ORGANIZATION CHART

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES

ECONOMIC DEVELOPMENT

HOUSING AND NEIGHBORHOOD DEVELOPMENT

REDEVELOPMENT

- Agency Support**
- Purchasing
 - Personnel
 - Training
 - TQS
 - Payroll
 - Fleet Management
 - Computer Services
 - Budget
 - Financial Accounting
 - Records Management
 - Agenda Review & Coordination
 - Grant Preparation
 - Contract Administration
 - Bond Financing

- Federal Programs**
- CDBG
 - ESG

- Graphics**
- Clerk of the Council
 - City Manager's Office
 - Community Development Agency
 - Planning & Building Agency
 - Finance & Management Services
 - Personnel Services

- Parking Management**
- Meter Collection & Maintenance
 - Parking Waivers & Permits
 - Parking Structure Management
 - Employee Parking

- Property Management**
- The Depot at Santa Ana
 - Lease Management
 - Facility Maintenance
 - Tenant Coordination
 - Capital Improvements
 - Litter Control/ Ambassador Program
 - Landscape Maintenance

- Housing Authority**
- Section 8 Rental Assistance
 - Family Self-Sufficiency
 - Family Unification
 - HOPWA-TBRA
 - Welfare-to-Work
 - Mainstream for Disabled
 - Section 8 Homeownership
 - Multi-Family Revenue Bonds

- Administration**
- Purchasing
 - Personnel
 - Budget
 - HOME Program
 - Affordable Monitoring
 - HOPWA Admin.
 - CalHome
 - Replacement and Inclusionary Housing Requirements

- Neighborhood Improvement**
- Neighborhood Associations
 - Communication Linkages
 - Neighborhood Clean-ups
 - Resource Network
 - Interagency Teams
 - Special Project Implementation
 - District Work Groups
 - Internet Community Calendar
 - Leadership Training
 - Grants for Blocks
 - Celebrate Santa Ana Event
 - Most Beautiful Yard

- Development Services**
- Mortgage Credit Certificate
 - Rehab Loans/ Single and Multi-Family
 - Acquisition and Development/Rehab
 - Loan Portfolio Management
 - New Development
 - Homebuyer Programs
 - Mobile Home Rehab/Replacement

Business Outreach

- Business Development
- Business Liaison/ Partner Network Resource
- Enterprise Zone/Hiring Program
- Marketing
- Workshops/Seminars for Businesses
- Permit Assistance
- Database Management/Analysis
- Industry/Demographic Economic Research and Analysis
- Site Selection Assistance/Broker Networking
- Cost/Benefit Analysis
- Foreign Trade Zone
- Downtown Marketing
- SAY Youth Employment Program

Employment Services

- Santa Ana WORK Center
- Job Training and Placement
 - On the Job Training
 - Customized Training
 - Vocational Training
 - Youth
 - Adult
 - Senior
 - Adult Work Experience
- Rapid Response
 - Plant Closures
 - Displaced Workers
- Cal WORK-Work Experience & Vocational Training (SSA)
- Special Programs
 - Daisy Wheel
 - Grants/Earmarks

Empowerment Zone

- Tax Incentives
- Industrial Dev. Bonds
- Board & Committee Staff
- Contract Administration
- Monitoring
- Marketing
- Community and Business Liaison
- FEZ Workforce Development
- Investment Strategies

Workforce Investment Board

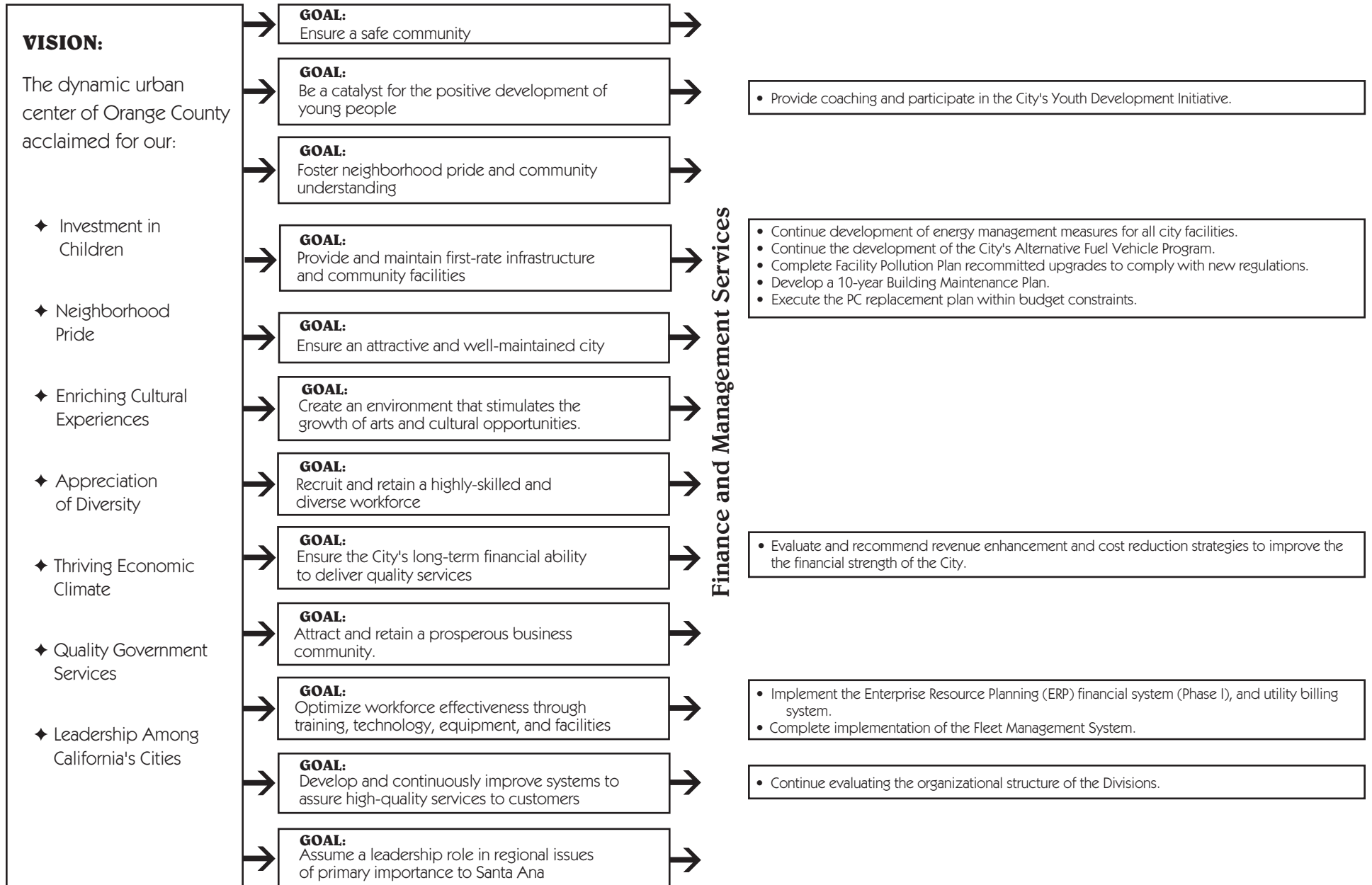
- Staff to the Workforce Investment Board & Committees
- Workforce Strategic Planning
- Contract Administration

- Special Project Implementation
- Tax Increment Financing Rebates, Land Subsidy & Public Improvement Assistance
- Arts and Cultural Development
- New Development
- Adaptive Reuse for Existing Structures
- Marketing and Promotion
- Acquisition & Development

The City of Santa Purpose, Vision & Goals

Finance and Management Services

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



FUNCTIONAL ORGANIZATION CHART

FINANCE & MANAGEMENT SERVICES

MANAGEMENT & SUPPORT

- Agency Personnel
- Annual City Budget Preparation Revenue and Expenditure Monitoring
- Financial Forecasting
- Agency Budget Preparation

ACCOUNTING

Accounting

- Annual Financial Report Preparation
- Financial Information Maintenance
- Financial Ledger & Sub-Ledger Reconciliation & Control
- Receivables
- Redevelopment Project Accounting
- CDBG and Housing Accounting

TREASURY & CUSTOMER SERVICE

Treasury

- Cashiering/Payment Processing
- Misc. Accounts Receivable
- Parking Citation Processing
- Petty Cash Administration
- Trust Deposit Administration
- Investments
- Banking Services
- Paramedic Payment Processing
- Safekeeping Services
- City Internal Audits

Customer Services

Municipal Utility Billing

- Water
- Sanitation
- Refuse
- Paramedic Subscription
- Utility User Tax
- Sewer

Business Tax Administration

- Business Tax Billing & Collection
- Residential Inspection Program
- Business Improvement District (BID) Pushcart Permits
- Utility Users Tax Administration
- Hotel Visitor's Tax
- Dog Licensing

PURCHASING/PAYROLL

Buying

- Process Requisitions
- Issue Purchase Orders Prepare and Evaluate
- IFBs and RFPs Negotiate and write
- Contracts
- Generate RFCAs

Accounts Payable

- Audit Payment Process
- Process Vendor Payments
- Print Reports, Requisitions and Purchase Orders

Central Services

- Process Printing Requests
- In-House Printing
- Central Receiving
- Duplicating Services
- Mail & Delivery Service
- Copier Service

Payroll

- City Payroll Preparation and Distribution

INFORMATION SERVICES/COMMUNICATIONS

Programming

- Consult on Information Technology
- Provide Systems Analysis
- Develop and Maintain Business Systems

Micro Systems / Network Support

- Analyze Needs and Specify Systems
- Assist with PC Hardware & Software
- Support Local Area Networks (LANs)
- Support Wide Area Networks (WANs)
- Administer Electronic Mail (E-Mail)

Computer Operations

- Run City Business Systems
- Provide On-Line Systems
- System Management
- Data Entry
- Operate 2 Data Centers: City & Police Dept.

Telecommunications

- Support City's Telephone and Voice Mail Systems
- Consult on Telecommunications Technology
- Manage Outsourced Maintenance
- Coordinate the City's Interface into the 911 Emergency System

FLEET MAINTENANCE

Fleet Maintenance

- Preventive Maintenance and Repairs to City Equipment
- Maintains a Stock of Inventory of Auto Parts
- Specifications for Replacement Equipment
- Fabricate Specialized Tools and Equipment

Warehouse

- Maintains a Central Stock of Inventory
- Maintains the City's Capital Asset Inventory
- Disposal of Surplus Property

Corporation Yard

- Operation and Maintenance of Facility and Equipment
- Responds to Tenant Needs

BUILDING MAINTENANCE

Facilities Services

- Administration
- Regulatory Compliance and Safety
- Space Planning
- Facilities Security
- Project Management and Engineering
- Energy Management
- Deferred Maintenance and Facilities Capital Plan

Maintenance

- Equipment and Facilities Preventive Maintenance
- Mechanical, Electrical, Plumbing Repairs and Calibration
- Facilities Key Control
- Air Conditioning Systems
- Emergency Generators and UPS

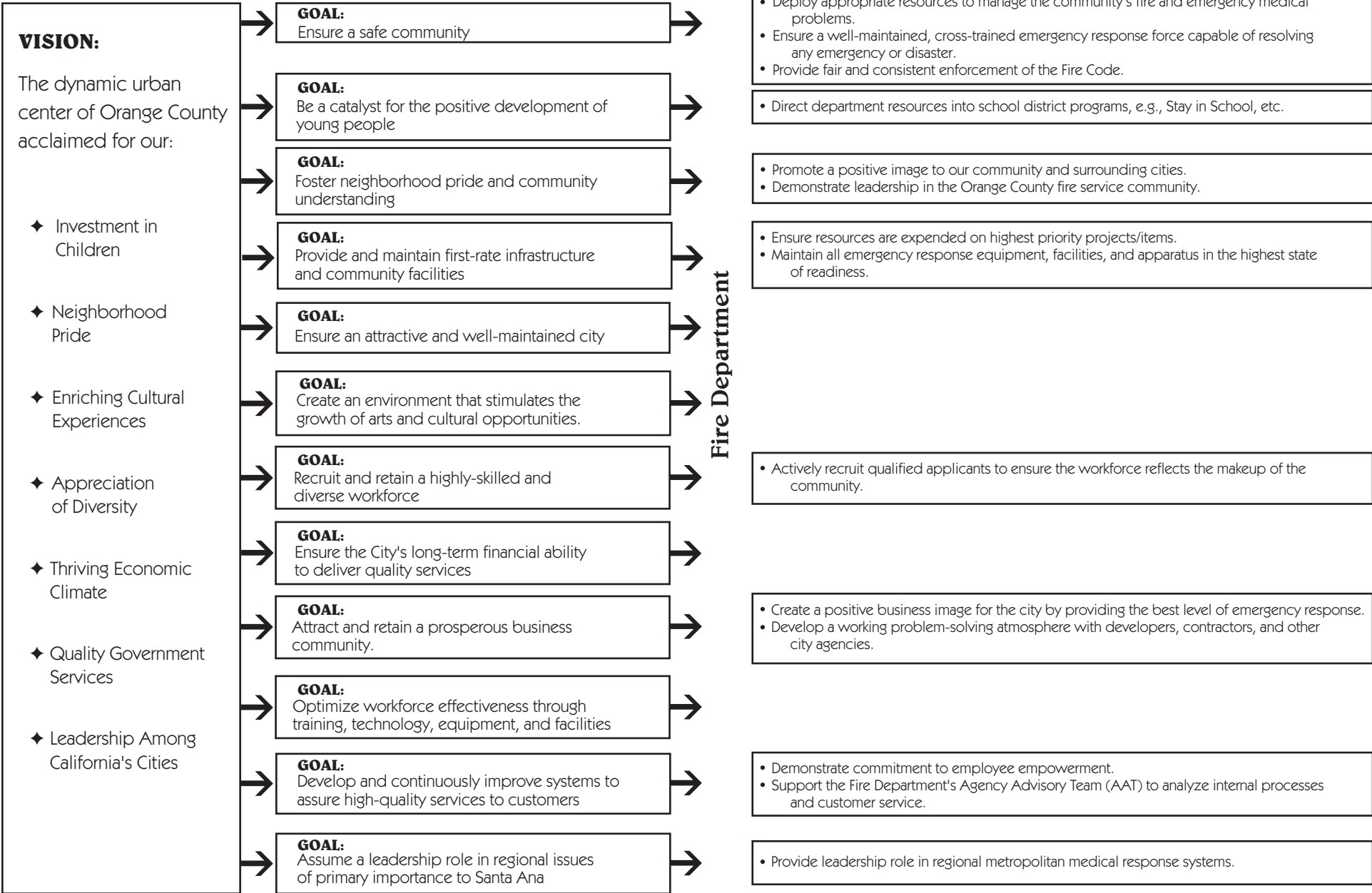
Custodial Services

- City Buildings and Garages
- Oversee Outsourced Services
- Paper Recycling Program
- Supplies Inventory Management
- City Council Chamber Scheduling
- Carpet and Tile Floor Maintenance
- City Window Cleaning
- Furniture Moves
- Light Replacement

The City of Santa Ana's Purpose, Vision & Goals

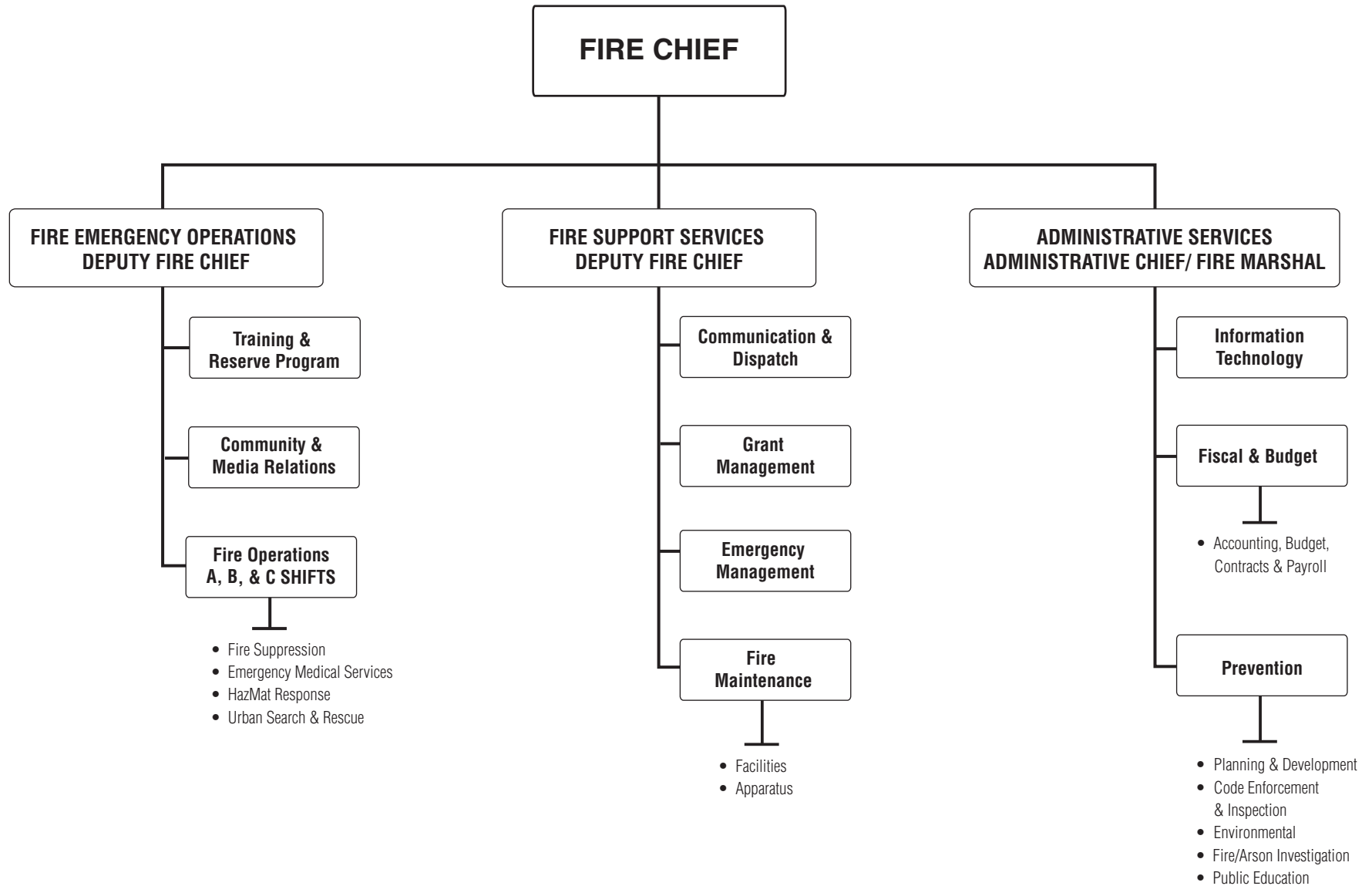
Fire Department

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



Fire Department

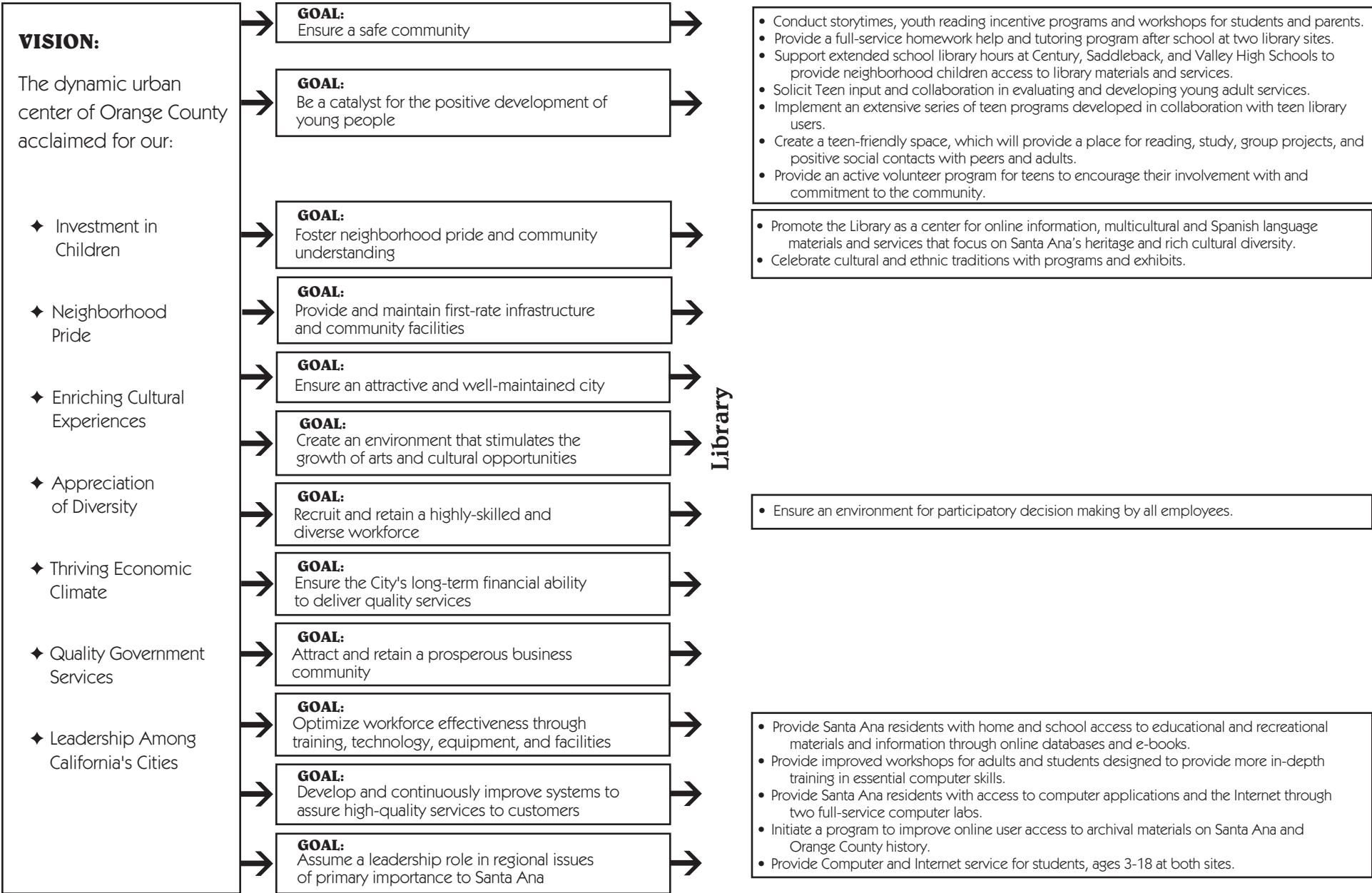
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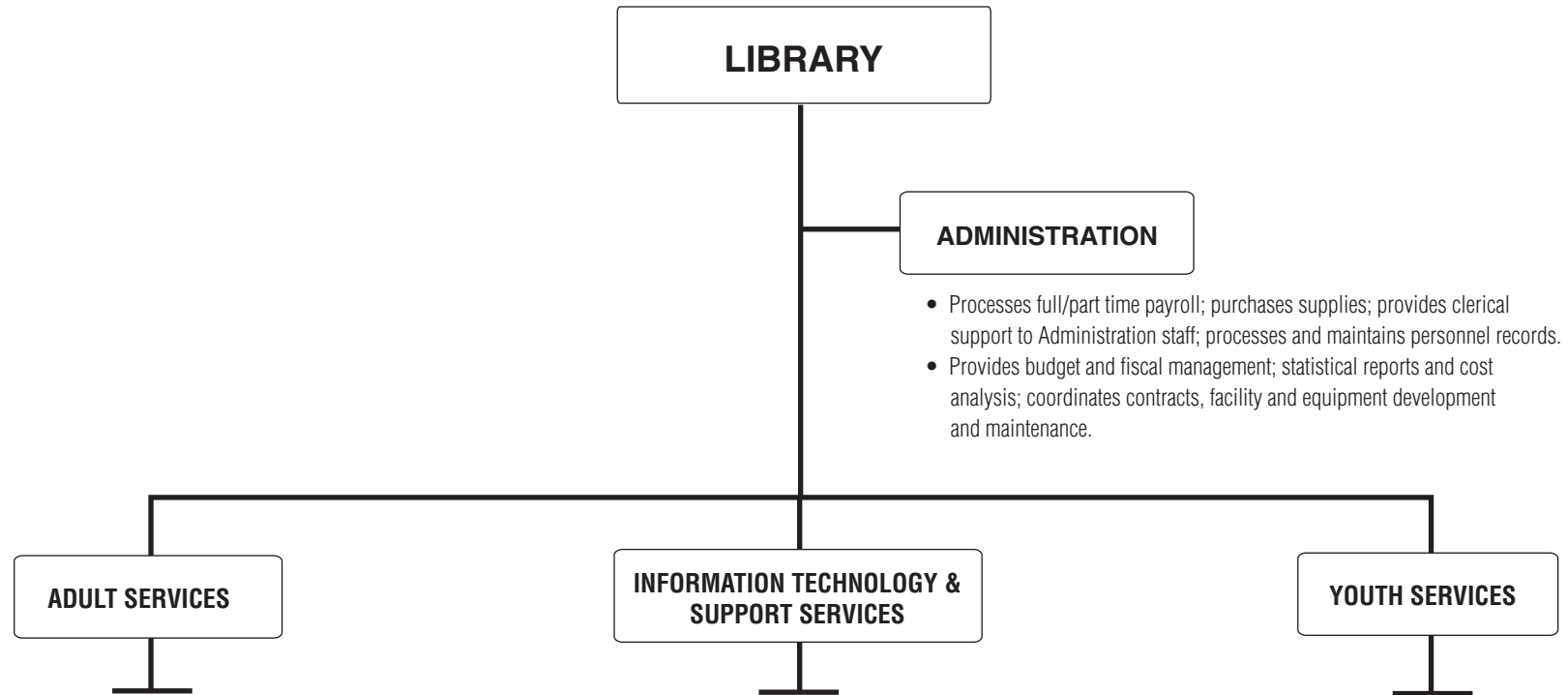
The City of Santa Ana's Purpose, Vision & Goals

Library

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



FUNCTIONAL ORGANIZATION CHART



ADMINISTRATION

- Processes full/part time payroll; purchases supplies; provides clerical support to Administration staff; processes and maintains personnel records.
- Provides budget and fiscal management; statistical reports and cost analysis; coordinates contracts, facility and equipment development and maintenance.

ADULT SERVICES

- Develops and maintains the book, audiovisual and electronic media collections to reflect the needs of teens and adults in Santa Ana.
- Provides information and assistance in the use of the collection.
- Responsible for the storage and retrieval of all periodicals, newspapers and microfilm.
- Provides archival and photographic materials of Santa Ana and Orange County.
- Provides programs for Santa Ana teens to promote the development of life and educational skills.
- Recruits and coordinates adult and teen library volunteers.
- Provides information and assistance in the use of adult and teen collections.
- Provides tours and curriculum support for adult ESL students and students in Santa Ana high schools.
- Provides Library services to the homebound, elderly, and the physically challenged through volunteer services.
- Acts as liaison to the Friends of the Library.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

- Provides public access to computers and the Internet.
- Provides computer-related technology training and skills development to patrons and staff.
- Serves as the bibliographic and database support liaison.
- Checks out books and materials to patrons and maintains lending records for items loaned; maintains book shelves for easy public access; oversees material recovery service.
- Processes book orders, catalogs and prepares new books and materials; provides maintenance of library materials and the automated database.

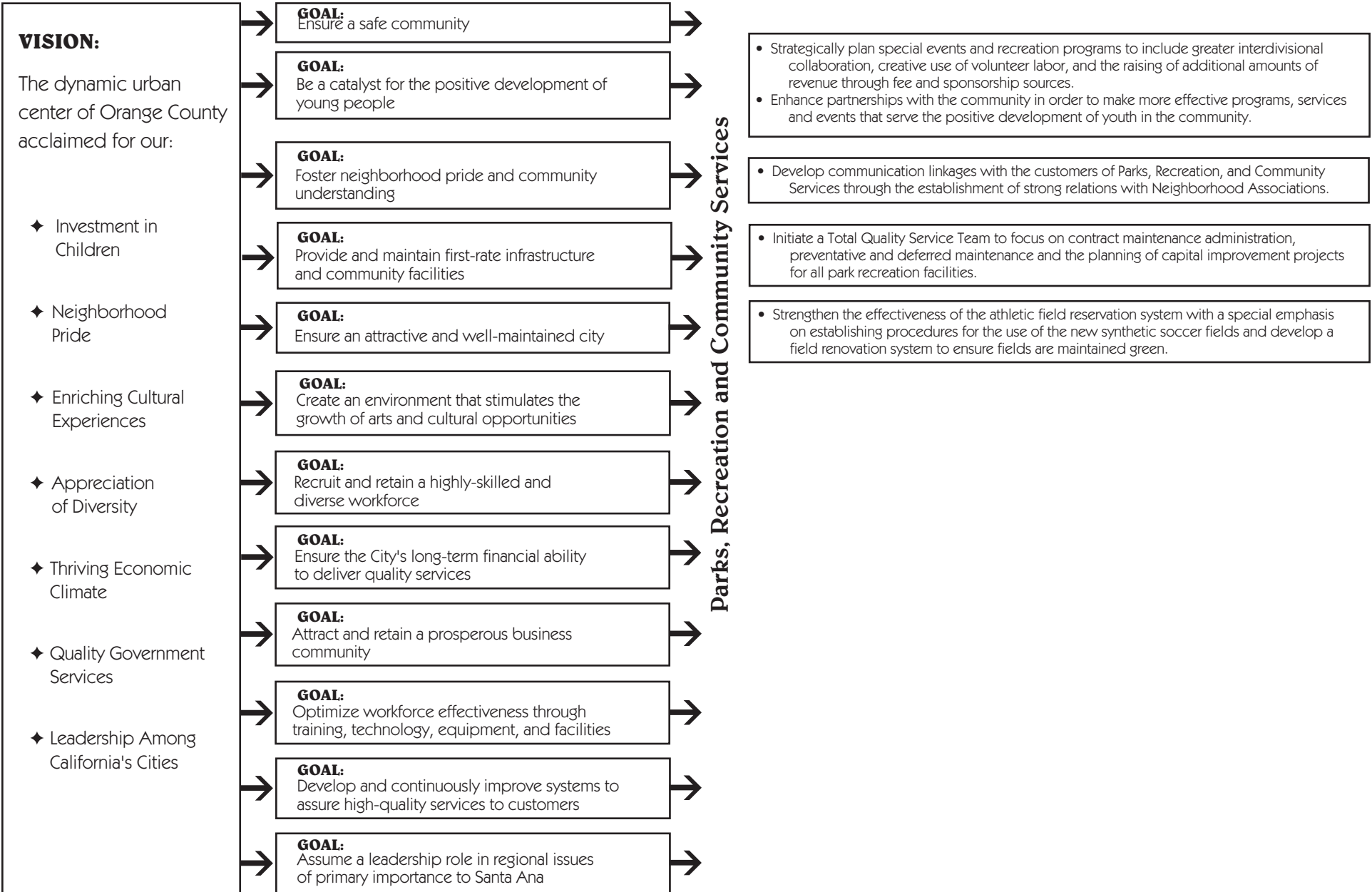
YOUTH SERVICES

- Develops appropriate collection of books and materials for the youth of Santa Ana.
- Assists youth and parents in locating books, materials, and information.
- Conducts year-round programs to satisfy the needs of youth.
- Visits schools and conducts tours.
- Conducts outreach programs to schools and underserved areas.
- Provides mobile library services to children, teens and adults in neighborhoods not served by library buildings.
- Provides after-school homework help and tutoring program for youths in grades K-12 to help build academic success and pride.
- Provides computers, Internet, and educational software to enhance students' technological skills.

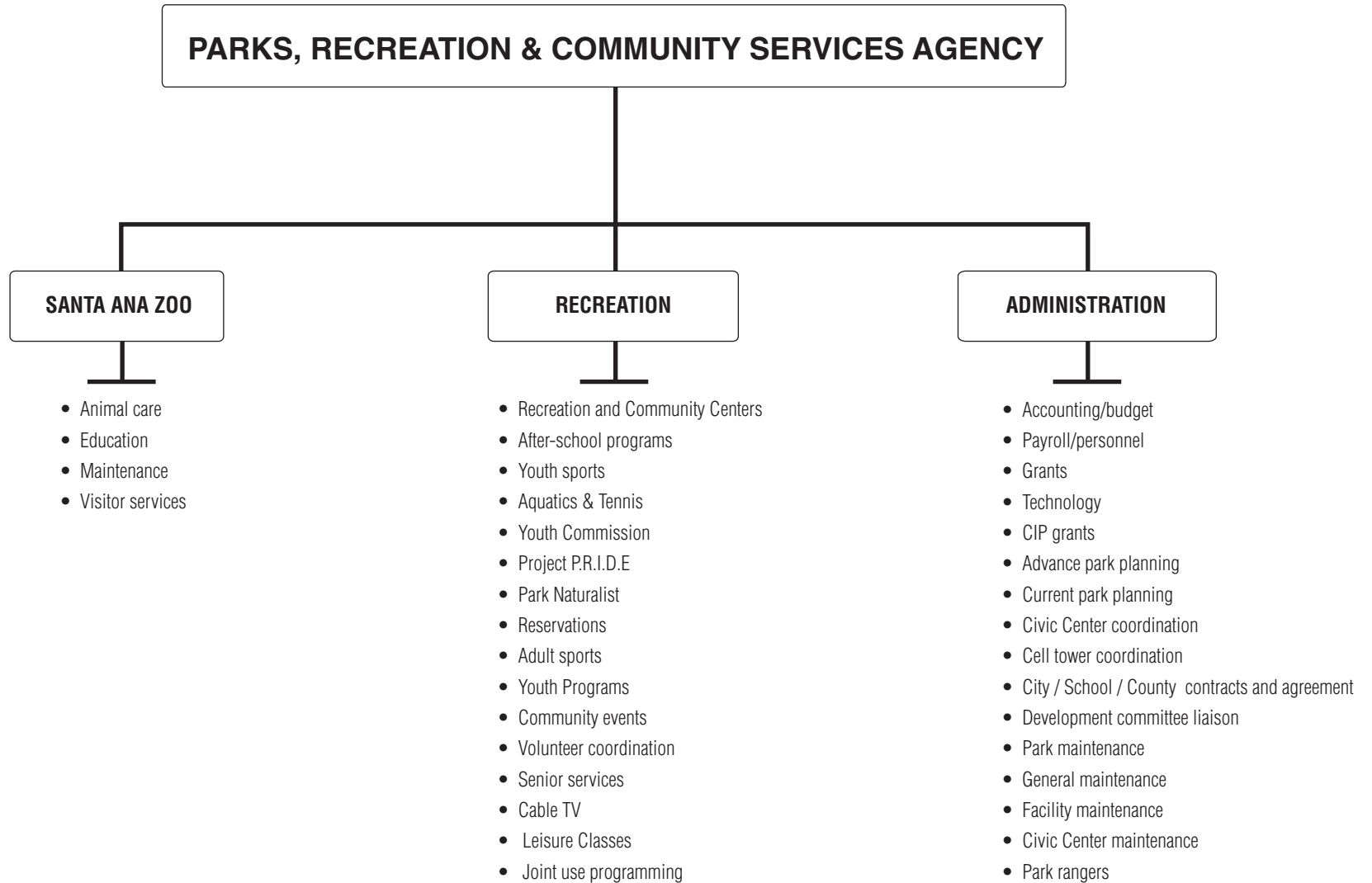
The City of Santa Ana's Purpose, Vision & Goals

Parks, Recreation and Community Services

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



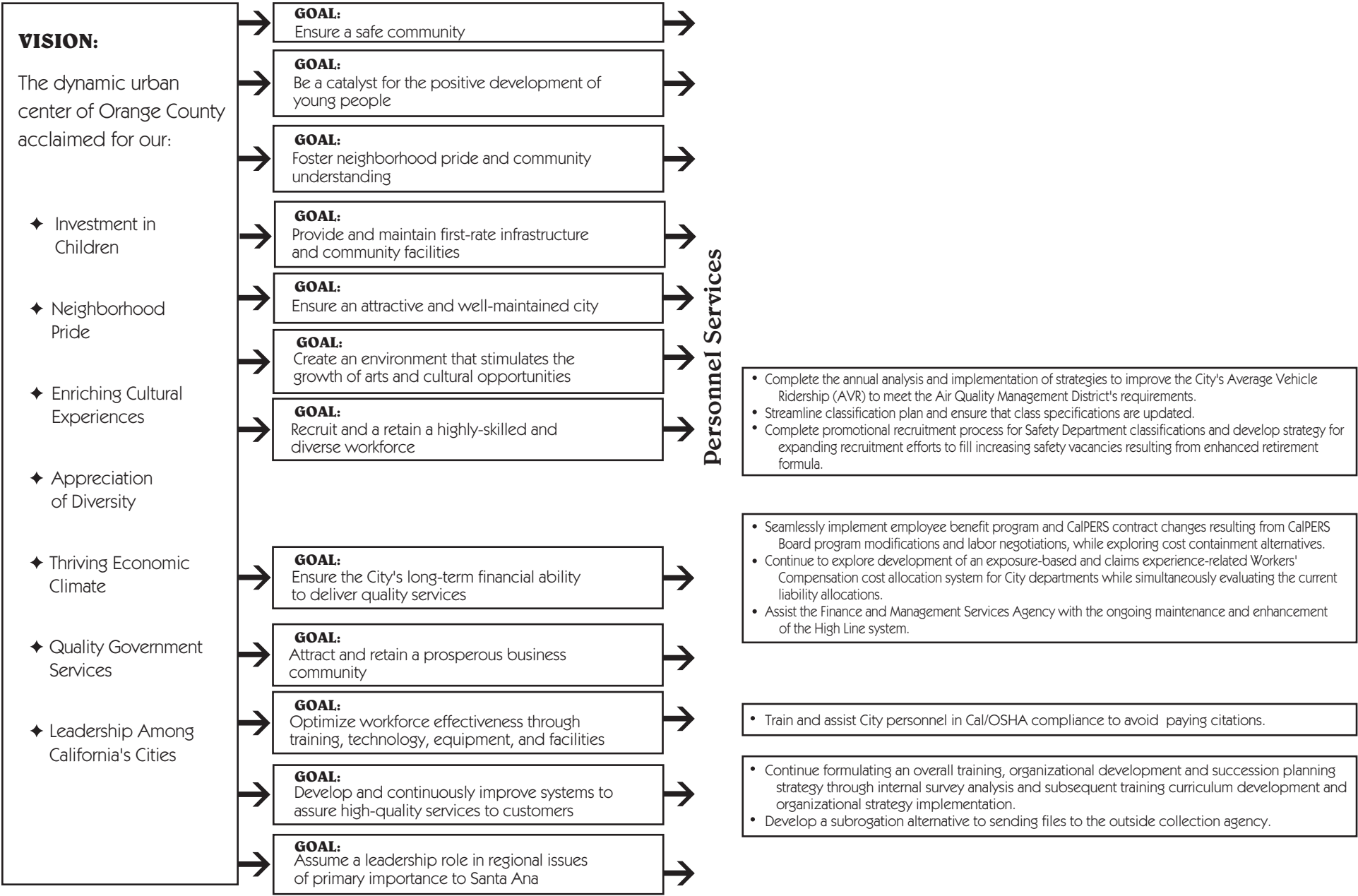
FUNCTIONAL ORGANIZATION CHART



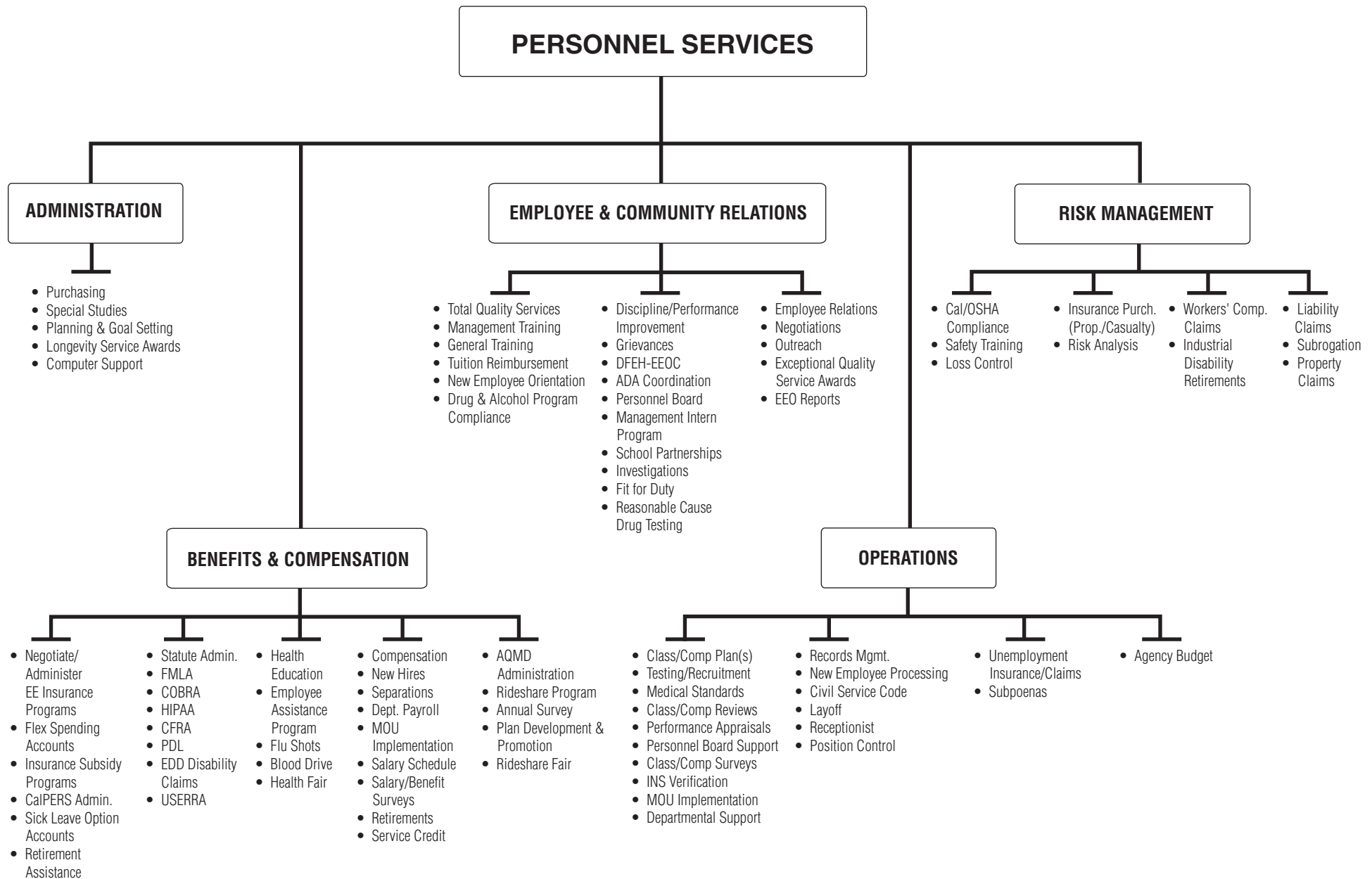
The City of Santa Ana's Purpose, Vision & Goals

Personnel Services

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



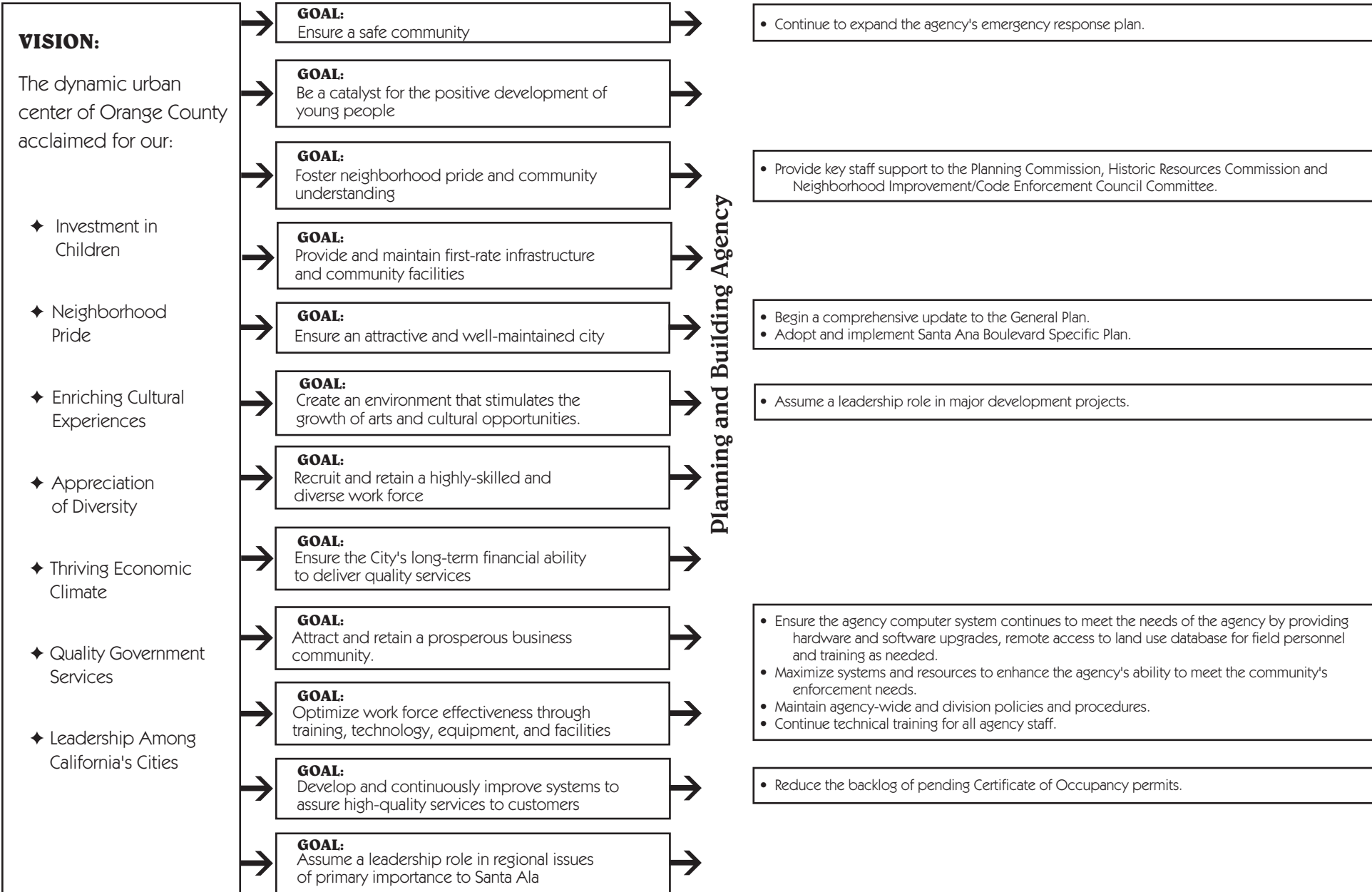
FUNCTIONAL ORGANIZATION CHART



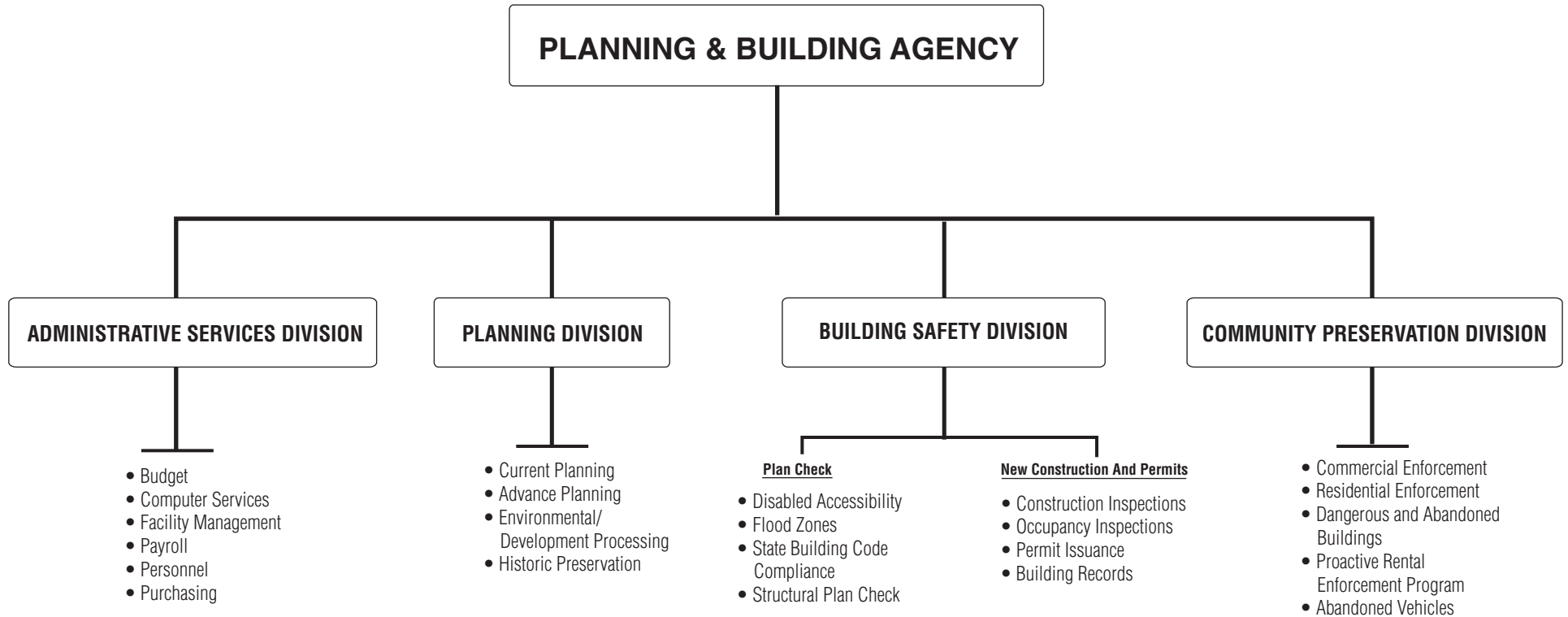
The City of Santa Ana's Purpose, Vision & Goals

Planning and Building Agency

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



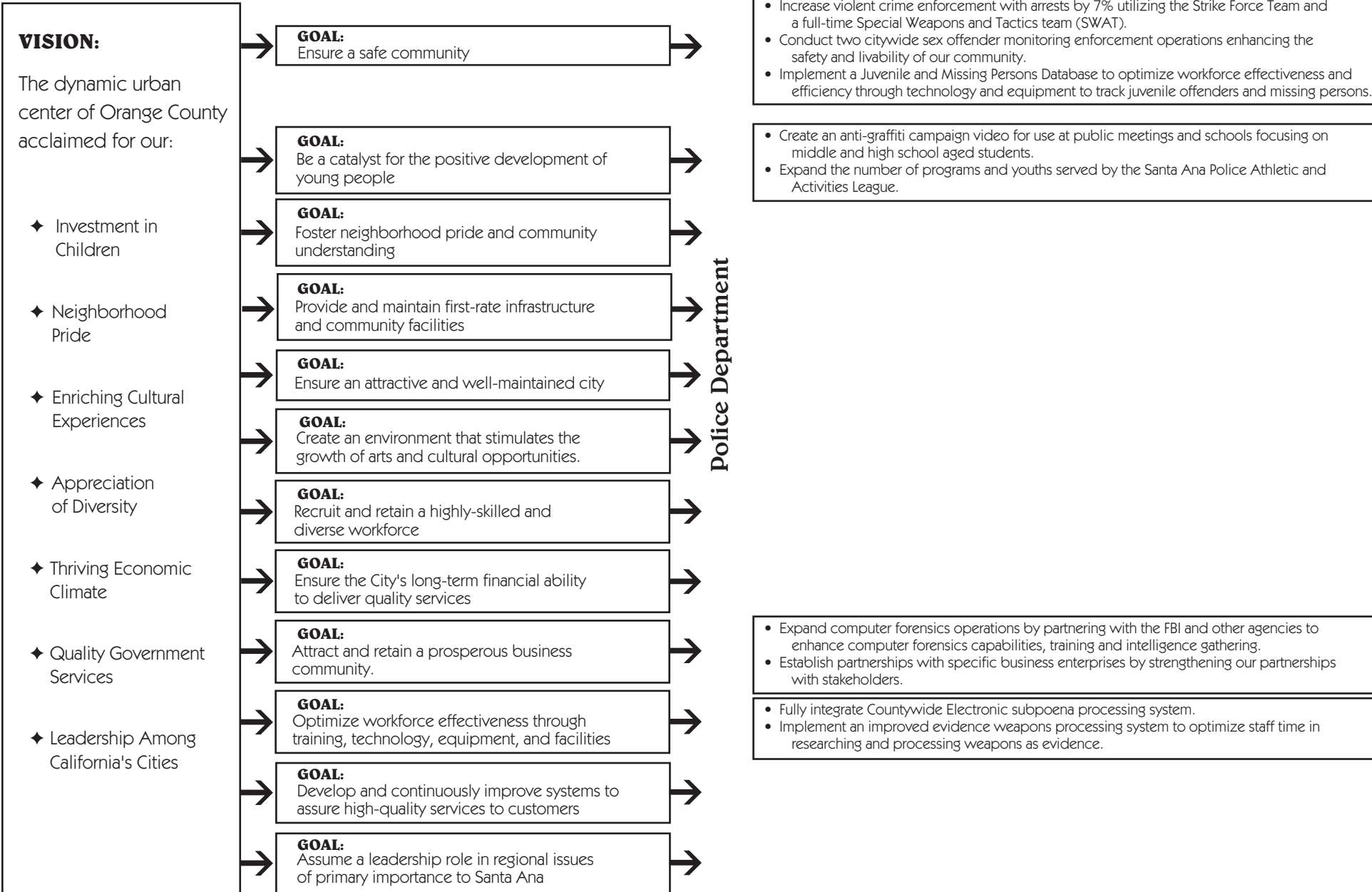
FUNCTIONAL ORGANIZATION CHART



The City of Santa Ana's Purpose, Vision & Goals

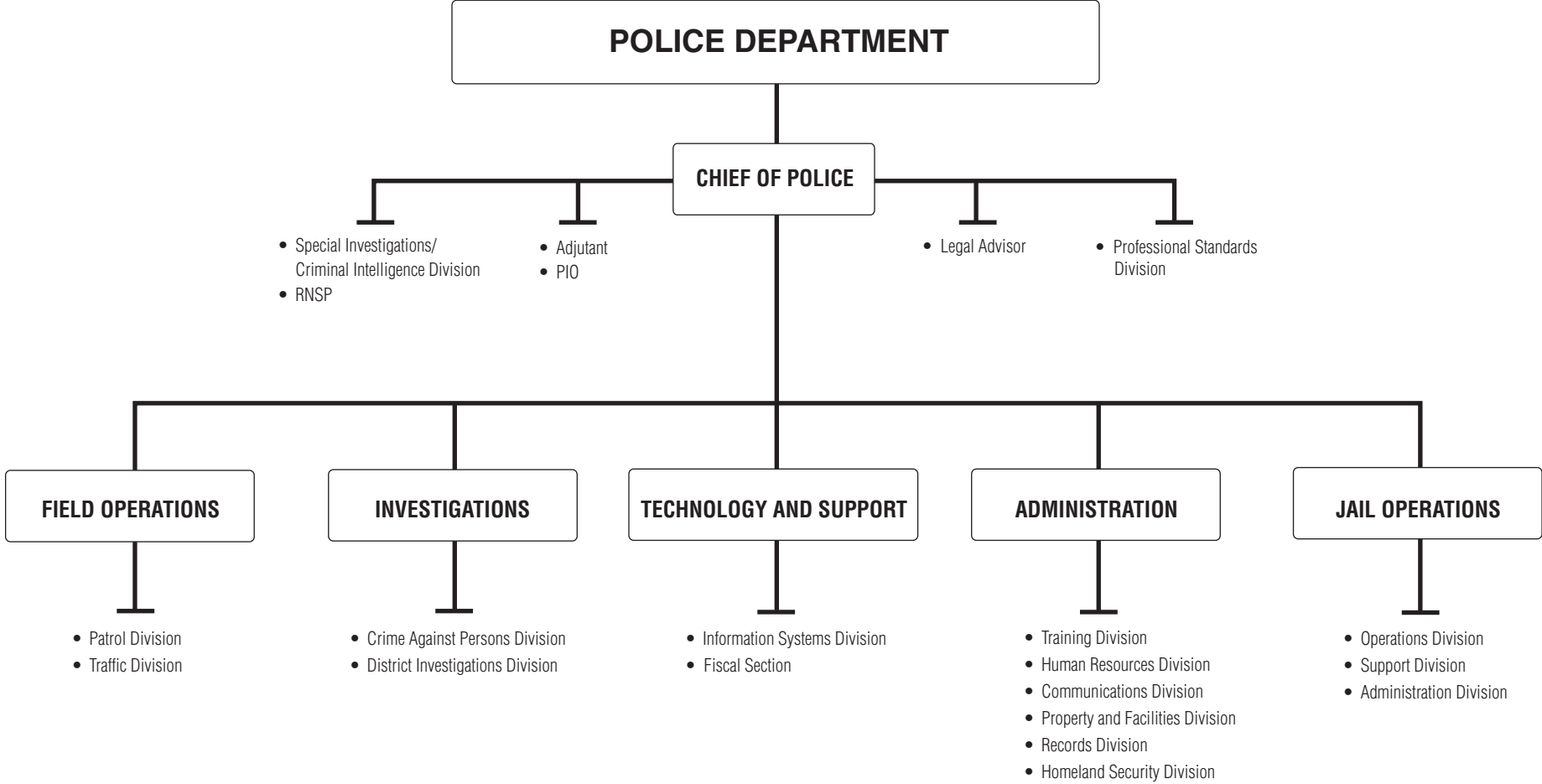
Police Department

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



Police Department

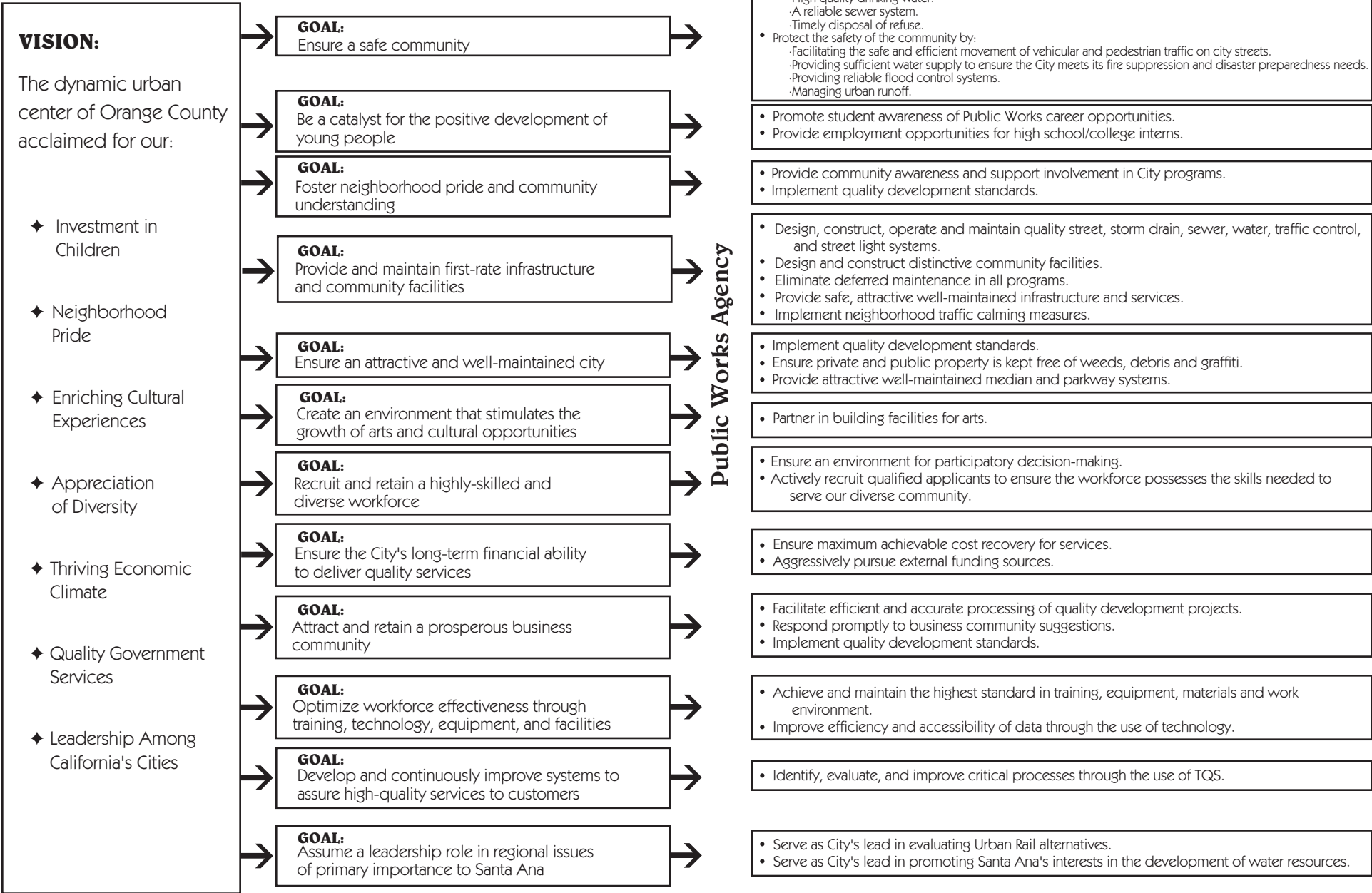
FUNCTIONAL ORGANIZATION CHART



The City of Santa Ana's Purpose, Vision & Goals

Public Works Agency

Our **PURPOSE** is to provide quality service to enhance the safety, livability and prosperity of our community.



FUNCTIONAL ORGANIZATION CHART

PUBLIC WORKS AGENCY

MAINTENANCE SERVICES

Street Trees

- Tree trimming, planting, removal
- Pesticide and fungicide application
- Tree well cleaning

Roadway Cleaning

- Arterial sidewalk cleaning
- Street sweeping
- Downtown sidewalk cleaning
- Alley clean-up

Graffiti Abatement

- Public/private property abatement
- Graffiti Task Force coordination
- Alley contract abatement

Roadway Markings & Signs

- Painted striping
- Raised pavement markers
- Painted legends
- Painted curbs
- Street & regulatory signs

Roadway Maintenance

- Street repair
- Pothole repair
- Temporary sidewalk repair
- Crack sealing

Environmental Sanitation

- Fats, Oil, Grease inspections
- Weed abatement
- City owned vacant parcel maintenance
- NPDES inspections

ADMINISTRATIVE SERVICES

Office Administration

- Clerical support
- Reception
- Radio dispatch

Financial Services/Records Management

- Payroll
- Records
- Purchasing
- Budget

Enterprise Management

- Street lights
- Median maintenance
- Refuse/recycling
- News racks
- Bus benches/shelters

Information Systems

- Agency microcomputers, network, and GIS program

General Administration

- General administrative support
- Property management

WATER RESOURCES

Water Production & Supply

- Water production
- Production facilities maintenance
- Emergency response

Water System Maintenance

- Water distribution system maintenance
- Water leaks
- Service repairs/replacements
- Emergency response
- Valve, Fire hydrant repairs

Water Quality & Measurement

- Utility locations for Underground Services Alert program
- Water quality testing
- Water meters replacements
- Conservation and education programs
- State and Federal regulations compliance
- Backflow device inventory

Water Admin. & Engineering

- Water/sewer development review
- Regional water issues
- Plan for water/sewer improvements

Sewer System Maintenance

- Sewer Lateral repair/replacement
- Sewer system cleaning
- State regulation compliance-Fats, Oils & Grease
- Emergency sewer spill response

ENGINEERING SERVICES

Design Engineering

- Capital Improvement Program
- Scope & budget for projects
- Design consultant administration
- External funds & grants
- Plans & specs, for CIP
- Infrastructure inventories
- Deferred & preventative maintenance definition
- Right-of-way acquisition
- Street abandonments
- Property management
- Utility undergrounding

Construction Engineering

- Construction contracts administration
- Inspection of projects in public right-of-way
- Survey services
- Plans & specifications review
- Underground service alert

Traffic Engineering

- Regional transportation issues
- Intra & interjurisdictional coordination
- Major transportation projects
- Traffic signal system
- Traffic Management Center
- Traffic signal & street striping design
- Residential speed program
- Permit parking program
- Traffic studies and reports
- Traffic accident review and mitigation
- Neighborhood traffic plans
- Traffic safety measures investigation
- Claims and litigation

Development Engineering

- Map & plan checking
- Development projects
- Street work permits (water, street improvements, etc.)
- Environmental impact reports
- Legal descriptions
- Transportation permits
- Fee collection
- Storm water management

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A **Quick Budget Tour** is designed to give the reader a *fast and basic introduction* to the different parts of the City of Santa Ana Annual Budget. The budget sections are divided by tabs and feature a consistent outline that starts with a description and summary of the fund’s history followed by details on program objectives, recent accomplishments, action plans, line-item appropriations, and personnel counts. The City of Santa Ana staff hopes this document will give the reader an understanding of the City’s business and the municipal budget that enables the City to deliver its services.

**CITY MANAGER’S LETTER
City Vision, Purpose & Goals**

Gives a general overview of the municipal budget for this fiscal year and relates the current budget to the City’s Vision, Purpose & Goals.

TABLE OF CONTENTS

Lists sections by subject in page order.

**Section 1
TOTAL ANNUAL BUDGET
SUMMARIES & COMPARISONS**

Displays graphs and schedules of the total City budget using alternative means of presenting revenues and expenditures. Reviews the City’s financial policies and practices, and relationships between and among funds.

**Section 2
GENERAL FUND**

Presents the operating budgets for departments primarily supported by the General Fund.

**Section 3
INTERNAL SERVICE FUNDS**

Presents the operating budgets for activities funded by cross-charges to the General Fund, Enterprise, or Community Development departments. Includes employee insurance, risk management, building maintenance, telecommunications, fleet maintenance, corporate yard operations and information systems

**Section 4
COMMUNITY DEVELOPMENT
AGENCY**

Presents the operating budgets for activities primarily funded by tax increment, bond proceeds, and Federal or State sources. Includes community development/redevelopment, economic and downtown development, employment services, CDBG, WIA, and Housing.

**Section 5
SPECIAL REVENUE FUNDS**

Presents the operating budgets for activities funded by grants, or special State, Federal or miscellaneous revenue sources.

**Section 6
ENTERPRISE FUNDS**

Presents the operating budgets for activities primarily supported by user fees or direct charges for their products or services. Includes Water Utility, Sanitation, Refuse Collection, Parking Meter & Facilities, The Depot, and Sewer funds

**Section 7
CAPITAL FUNDS & CAPITAL
IMPROVEMENT PROGRAM**

Capital funds, which are earmarked for improvements to the City’s infrastructure, are described by source of funds and by use of funds. Provides a listing of Capital Improvement Projects (CIP) for the upcoming fiscal year by project category, with funding sources and amounts.

**Section 8
GLOSSARY & INDEX**

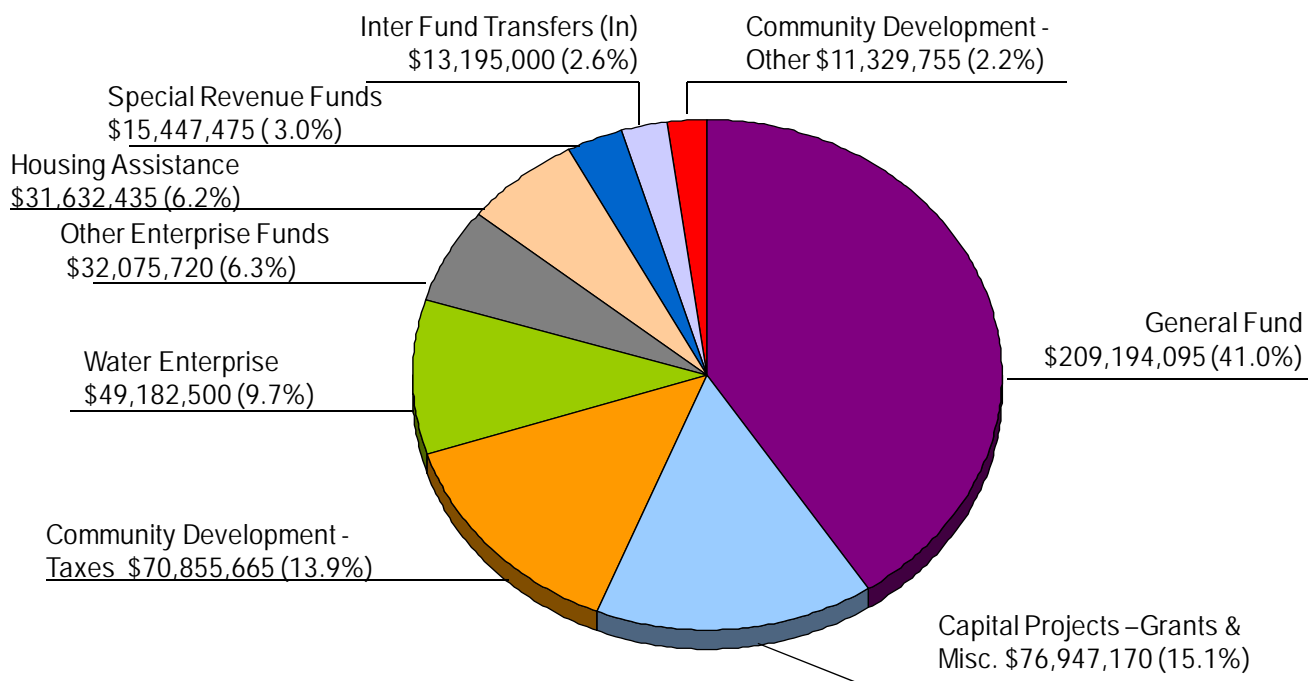
Provides a glossary of finance and budget terms, descriptions of the City’s line-item classifications by object codes, and a subject index.

Total Annual Budget By Revenue Sources

FY 2008-2009 Estimated Revenues: \$ 509,859,815

Fund Balance: 73,169,925

Total Revenue Sources: \$ 583,029,740



TOTAL REVENUE SOURCES PIE CHART

The above pie chart illustrates where funding comes from to accomplish our City’s goals and objectives. The chart is divided into nine slices illustrating the major sources of funding (excluding the use of fund balance). Table 1-1 takes a different perspective on by excluding interfund transfers which may over/understate true revenue sources.

General Fund is the largest revenue source and represents 41 percent of all available sources. Top four revenue sources in the General Fund include Sales Tax, Property Tax, Utility Users Tax (UUT) and Property Tax In-Lieu of VLF which account for over 60% of General Fund sources. At the time the budget was adopted, overall General Fund revenues were projected to remain relatively flat (see table 2-2). With the most recent economic data and analysis at the national, state and local levels, revenues may actually experience a decline.

The City will dedicate \$76.9 million in various Capital Improvement Projects (CIP) in 08-09. The majority of the funding is related to arterial widening, street reconstruction and neighborhood street improvements. Over \$26 million has been allocated this year as part of project “Restore” which is a \$100M local street pavement rehabilitation project over the next 3-5 years.

The Enterprise Fund accounts for business-type activities and receives most of its funding through user charges from Water Services, Sanitation, Sanitary Sewer, Federal Clean Water Act, Refuse, Parking Meter Fund and the Depot. En-

terprise Funds constitutes over 16 percent of the total revenues generated in the City (Table 1-3).

Special Revenues reflect a decrease of 53% resulting from the use of prior year funding to carry out 08-09 Urban Areas Security Initiative (UASI) grant projects per the Police Department and Public Works Agency/Community Development Agency no longer having the need to utilize Section 108 HUD loan to fund the comprehensive Citywide plan to rehabilitate residential streets. Funding was obtained by issuing Gas Tax secured Certificates of Participation (COP’s) late December 2007 in which the City generated over \$60M for project “Restore”.

BUDGET YEAR RESOURCE COMPARISON

Table 1-1

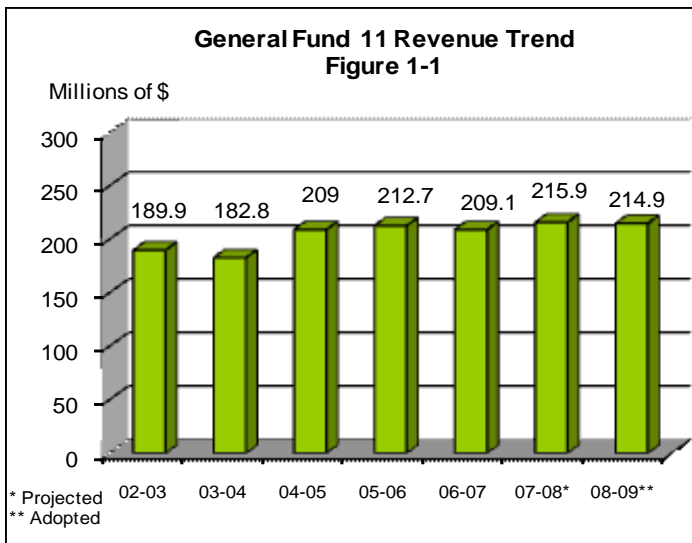
FUND	FY 2007-08 Projected	FY 2008-09 Budget	\$ Change	% Change
General Fund (Sec 2)	208,023,554	209,194,095	1,170,541	0.6%
Enterprise Fund (Sec 6)	78,421,420	81,258,220	2,836,800	3.6%
Capital (Sec 7)	47,650,045	76,947,170	29,297,125	61.5%
Redevelopment (Sec 4)	68,268,339	74,398,595	6,130,256	9.0%
Housing (Sec 4)	27,613,510	30,230,435	2,616,925	9.5%
Special Revenue (Sec 5)	33,009,152	15,447,475	(17,561,677)	-53.2%
CDBG (Sec 4)	7,384,680	7,123,855	(260,825)	-3.5%
CDA Grant Funds (Sec 4)	2,003,910	2,064,970	61,060	3.0%
Total	472,374,610	496,664,815	24,290,205	5.1%

Excludes Interfund Transfers

MAJOR CITYWIDE REVENUE SOURCES

• GENERAL FUND

General Fund revenues consist of Taxes, Intergovernmental revenues, use of money & property (rental of facilities & earnings on investments), miscellaneous recoveries & reimbursements, charges for services (City fees), franchise fees (Cable, Gas, Electrical), license permits & fines and special revenues related to capital projects, reimbursement based programs and donations. These revenues are divided into two segments, one being General Fund 11 and Other General Fund related revenues which include Capital Outlay, Fire facility fees, and other special revenues. Fund 11 makes up for well over 90 percent of all General Fund revenues. Estimates and projections are based on revenue trend analysis,



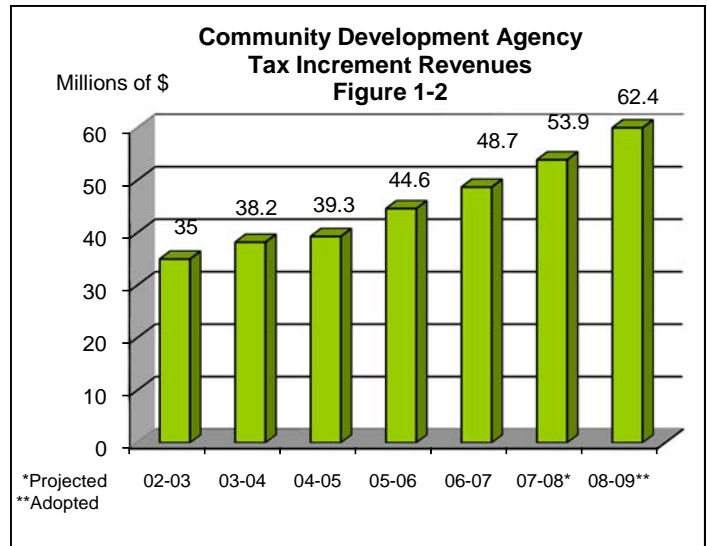
information provided by the County of Orange Auditor-Controller & Assessor’s Office and Sales Tax & Triple Flip assumptions provided by MuniServices LLC.

The largest revenue sources within Fund 11 are related to Taxes which make up approximately 70% of the total General Fund revenue. Included in this category are Sales Tax, Property Tax, Utility User Tax, Property Tax In Lieu of VLF, Business License Tax and Hotel Visitor’s Tax. Use of Money & Property and Intergovernmental are the second and third largest sources of revenue with a combine percentage of 11.6% of total General Fund revenues (See table 2-2). Included under Use of Money & Property are rental charges for the police holding facility, stadium, recreation facilities and earnings on investments. Intergovernmental revenues are made up of State mandate reimbursements, Motor Vehicle License revenues, POST reimbursements and overhead charges for services provided to Enterprise Fund for staffing and billing. See section 2 for additional revenue detail, trends, descriptions and assumptions.

• COMMUNITY DEVELOPMENT AGENCY

Community Development Agency (CDA) revenues include Property related Tax Increment revenues, numerous Grant proceeds, Fees & Interest Earnings and Transfers. Property Tax Increment and Grant Proceeds generate approximately 90.1% of CDA’s revenues when excluding transfers and parking/depot revenues.

Tax Increment (TI) revenues are generated when property tax revenue collections exceed the property tax base established when a redevelopment project area was created. The property tax base remains unchanged throughout the life of the redevelopment project and any property taxes generated above the base is considered TI. The City has six project



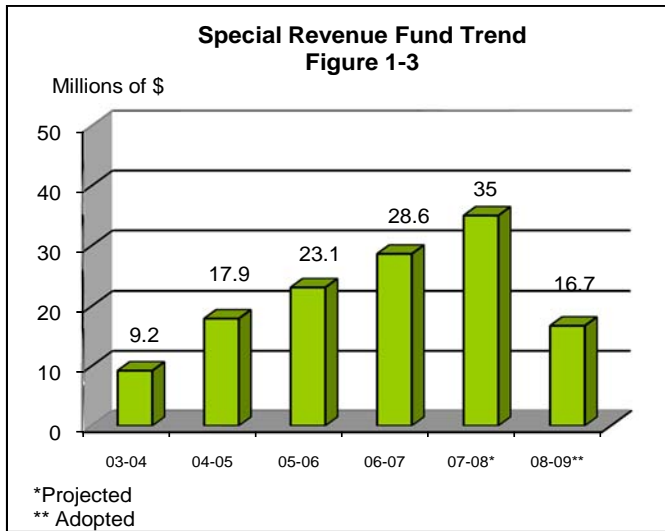
areas which were merged in FY04-05. These merged project areas include Central City, Inter City, North Harbor, South Harbor, South Main and Bristol Corridor and are projected to generate a combined 54% of CDA’s total revenues.

CDA grant proceeds include HUD Section 8 Vouchers, Workforce Investment Act, Federal Empowerment Zone, Housing Opportunities for Persons With Aids (HOPWA), HOME Program, Orange County, Department of Labor and Community Development Block Grants. Proceeds from these grants make up approximately 36.2% of CDA’s total revenues. See section 4 for additional revenue detail and descriptions.

• SPECIAL REVEUE FUND

Special Revenues are monies that can only be used for a specific purpose as defined by law or administrative action. These revenues arise from legislative initiatives, grants, partnerships with the County of Orange and participation in projects involving outside agencies that may require the City to document and provide information in exchange of funds (i.e. Air Quality Improvement Fund). Major Special Revenue Funds for FY08-09 are comprised of Special Gas Tax, Civic

Center and Traffic Safety Fund which comprise approximately 88.9% of total Special Revenue fund revenues. See section 5 for additional revenue detail and descriptions. The City receives Special Gas Tax revenues from the State of California for the improvement of streets and highways. The State Fuel Excise Tax (18 cent tax per gallon collected by the State) is distributed to Cities on a monthly apportionment based on factors such as population. For fiscal year 08-09 the City of Santa Ana anticipates receiving \$6.9 million representing 41.4% of all Special Revenues. In December of 2007, the City issued Gas Tax Secured Local Street Improvement COP's in efforts to expedite the repair and rehabilitation of citywide neighborhood streets.



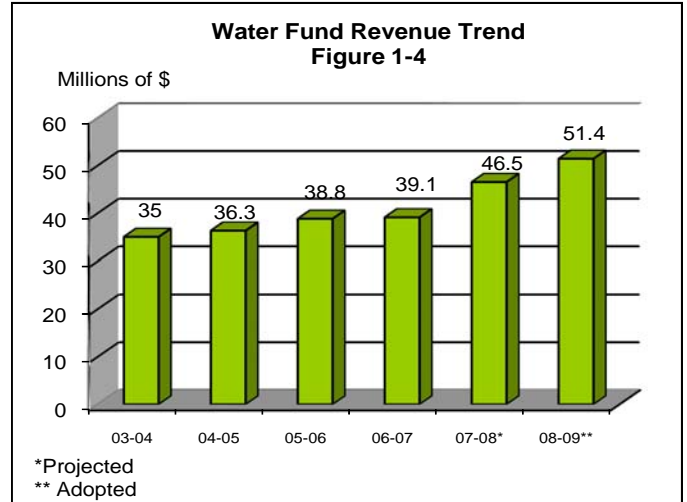
The City partners with the County of Orange in providing routine maintenance, capital projects and provide security services through revenues generated by the various Civic Center parking structures. Civic Center revenues make up approximately 38.8% of Special Revenues.

• **ENTERPRISE**

Enterprise Fund revenues include Santa Ana's Depot Station, Downtown Parking Meter and Garage Parking, Sanitary Sewer Services, Federal Clean Water Protection, Water Production & Supply and Refuse Collection. Water and other enterprise fund revenues are generated thru rental charges of the Depot Center, water utility consumption charges, refuse and sewer collection services, street metered parking fees and garage parking structure revenues in the Downtown area.

Water, Refuse Collection, and Sanitation revenues make up approximately 85.1% of all Enterprise revenues. Water Enterprise provides water services to residential, commercial and industrial segments of the City. Water revenues are generated primarily from metered charges for water usage and represents 58.8% of total Enterprise Revenues. These revenues capture the cost of providing services, administration of the fund and water capital construction. Refuse Collection revenues come from trash collection charges

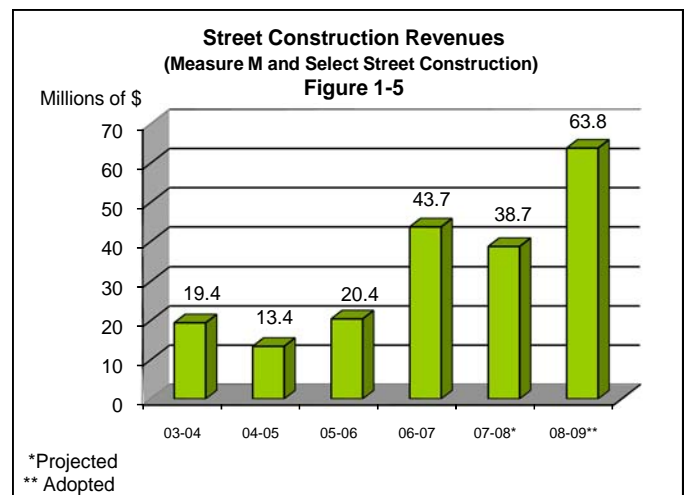
(residential & commercial), contract program surcharges as well as grant funding for the recycling and disposal of such items (i.e. oil). Sanitation Enterprise revenues are generated thru customer charges tied to roadway/street sweeping. See section 6 for additional revenue detail and descriptions.



• **CAPITAL IMPROVEMENT PROJECTS**

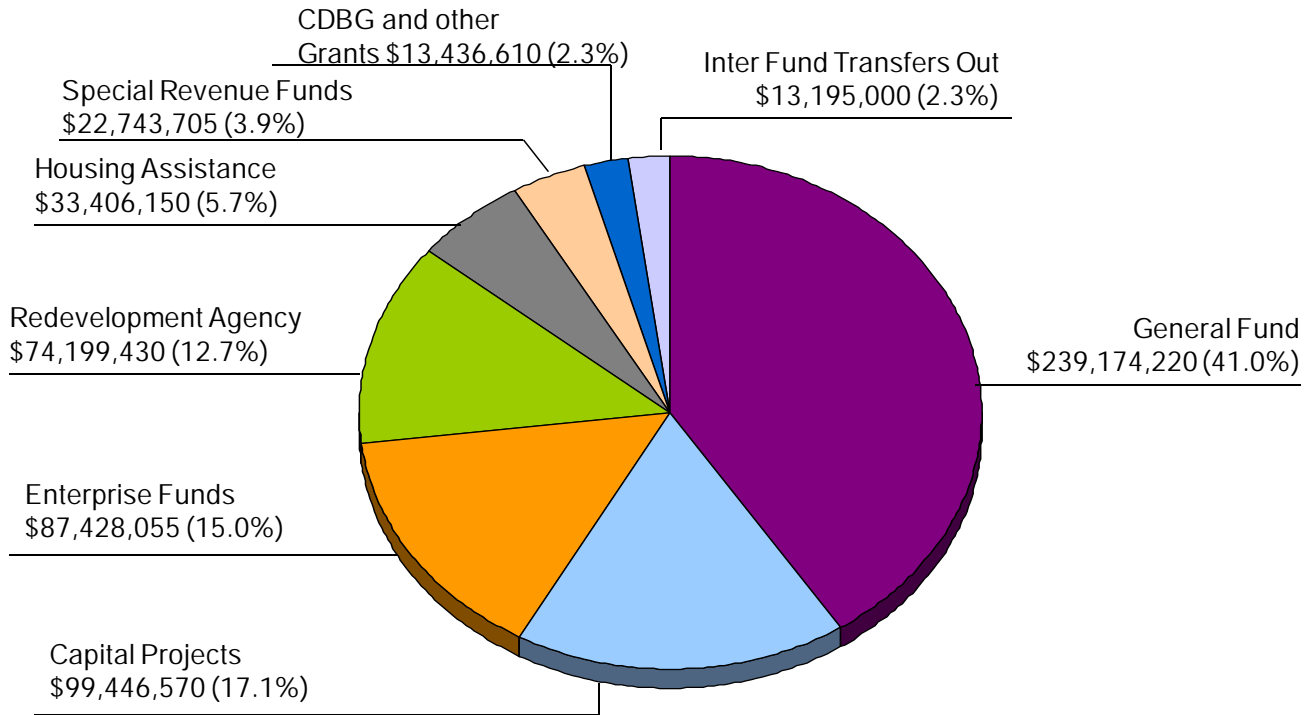
Capital Improvement Project (CIP) revenues consist of voter approved funding, transportation & sewer connection fees, gas tax transfers, Orange County Transit Authority (OCTA) subvention and competitive grant funding for capital projects such as neighborhood, arterial, traffic, infrastructure, City facilities and park improvements.

Select Street Construction projects have the largest funding within the CIP totaling 39.2%. Select Street funding includes OCTA gas tax subvention, Highway Bridge Replacement (HBRP) and Regional Surface Transportation Program (RSTP). Revenues in this category increased 59.1% as a result of new HBRP and RSTP funding for special projects. Measure M includes competitive and Turnback grants and Residential Street Improvement funds comprised of gas tax transfers total an additional 39.6% of total CIP funding.



Total Annual Budget By Appropriations

FY 2008-2009 \$ 583,029,740



TOTAL APPROPRIATIONS PIE CHART

Total citywide budgeted appropriations for FY 2008-09 amount to \$583,029,740 and the above pie chart and table 1-2 illustrate where the funding will be expended. Total appropriations this coming year rose by 15.2% when compared to FY07-08 due to increased capital improvement project funding. General Fund makes up for the largest slice of the pie with a total of \$239.1 million or 41% of all appropriations to fund programs and services through various agencies.

COMPARISON BY PROGRAM

Public Safety alone will receive the largest commitment with over \$189 million (approximately 33.2 percent) of Citywide total appropriations (Table 1-2). Increases in public safety expenditures are due to salaries and benefits, overtime, other personnel cost increases as well as projects such as the Fire Department efforts to centralize communications between Fire Operations Centers countywide. In FY08-09 the Police Department added one new Principal Management Analyst with the use of Urban Areas Security Initiative Grant (UASI) funds. The Police Department budget also includes funding to continue the Police Athletic Activities League (PAAL) created in FY07-08 to support and provide mentoring to Santa Ana's youth. For more info., please refer to Sections 2, 5 and 7.

The second largest program corresponds to Community Maintenance which funds the majority of capital improvements projects, construction of roads, rehabilitation of neighborhood streets, city facility improvements and maintenance services provided by the Public Works Agency. Community Maintenance budget is \$112.6 million or 19.8% of

total citywide allocations. This program increased by 55% or an equivalent of \$40 million (when excluding transfers) as a result of increased funding provided by OCTA for the Transitway Project, \$26 million allocation for the neighborhood street rehabilitation project and new Highway Bridget Replacement Program funding. For additional Capital Improvement Program information, see section 7.

Water Utility appropriations increased by 7.2 percent over last fiscal year reflecting increases in water commodity costs, operational cost increases and \$4.6 million in capital improvements for water main replacements (Table 1-2).

Community Development (which includes Economic Development, Redevelopment, portions of CDBG, parking related funds, and the Depot) accounts for 15.7 percent of total expenditures and increased 14.7% when compared to last fiscal year as a result of personnel costs and obligation/debt ser-

BUDGET YEAR COMPARISON BY PROGRAM
Table 1-2

Program	FY 2007-08	FY 2008-09	\$	%
	Projected	Budget		
Public Safety	174,130,325	189,117,360	14,987,035	8.6%
Community Development	78,206,026	89,710,490	11,504,464	14.7%
Community Maintenance	72,405,698	112,640,470	40,234,772	55.6%
Water Utility	45,863,800	51,432,500	5,568,700	12.1%
Housing	29,301,620	31,978,150	2,676,530	9.1%
Refuse/Sanitation	30,986,640	30,453,500	(533,140)	-1.7%
Recreation/Cultural	29,668,227	28,544,860	(1,123,367)	-3.8%
General Government	20,651,345	21,827,555	1,176,210	5.7%
Planning & Building	13,308,340	14,129,855	821,515	6.2%
Total	494,522,021	569,834,740	75,312,719	15.2%

Excludes Interfund Transfers

TOTAL ANNUAL BUDGET BY FUND & PROGRAM Table 1-3								
	Actual FY 06-07	% of Total	Projected FY 07-08	% of Total	Adopted FY 08-09	% of Total	Increase (Decrease) Over Prior Year	
							07-08 to 08-09	
							in \$	in %
REVENUES BY FUND								
General Fund	206,338,081	44.8%	208,023,554	44.0%	209,194,095	42.1%	1,170,541	0.6%
Enterprise Fund	74,441,030	16.2%	78,421,420	16.6%	81,258,220	16.4%	2,836,800	3.6%
Capital Fund	48,665,413	10.6%	47,650,045	10.1%	76,947,170	15.5%	29,297,125	61.5%
Redevelopment Fund	63,427,454	13.8%	68,268,339	14.5%	74,398,595	15.0%	6,130,256	9.0%
Housing Fund	29,660,841	6.4%	27,613,510	5.8%	30,230,435	6.1%	2,616,925	9.5%
Special Revenue Fund	27,121,233	5.9%	33,009,152	7.0%	15,447,475	3.1%	(17,561,677)	-53.2%
CDBG	7,221,495	1.6%	7,384,680	1.6%	7,123,855	1.4%	(260,825)	-3.5%
CDA Grant Funds	3,811,922	0.8%	2,003,910	0.4%	2,064,970	0.4%	61,060	3.0%
TOTAL REVENUES	460,687,469	100.0%	472,374,610	100.0%	496,664,815	100.0%	24,290,205	5.1%
EXPENDITURES BY PROGRAM								
Public Safety	173,297,327	35.5%	174,130,325	35.2%	189,117,360	33.2%	14,987,035	8.6%
Community/Maintenance	82,042,527	16.8%	72,405,698	14.6%	112,640,470	19.8%	40,234,772	55.6%
Community Development	71,132,627	14.6%	78,206,026	15.8%	89,710,490	15.7%	11,504,464	14.7%
Water Utility	39,145,427	8.0%	45,863,800	9.3%	51,432,500	9.0%	5,568,700	12.1%
Housing	28,243,667	5.8%	29,301,620	5.9%	31,978,150	5.6%	2,676,530	9.1%
Refuse/Sanitation	26,111,899	5.3%	30,986,640	6.3%	30,453,500	5.3%	(533,140)	-1.7%
Recreation/Cultural/Library	26,430,532	5.4%	29,668,227	6.0%	28,544,860	5.0%	(1,123,367)	-3.8%
General Government	30,341,997	6.2%	20,651,345	4.2%	21,827,555	3.8%	1,176,210	5.7%
Planning & Building	11,673,993	2.4%	13,308,340	2.7%	14,129,855	2.5%	821,515	6.2%
TOTAL EXPENDITURES	488,419,996	100.0%	494,522,021	100.0%	569,834,740	100.0%	75,312,719	15.2%
Excludes Interfund Transfers								
TOTAL ANNUAL BUDGETED PERSONNEL								
Number of Positions	1,725		1,756		1,754		(2)	-0.1%
Santa Ana Population	351,697		353,428		353,428		0	0.0%
Positions Per 1,000 Pop.	4.90		4.96		4.96		0	0.0%

vice payment increases. Housing is anticipated to increase by 9.1 percent (See Table 1-3). For more information on these areas, please refer to sections 4 & 6.

Recreation/Cultural refers to expenditures associated with Parks, Recreation & Community Services, Santa Ana Library, Bowers Museum as well as any special or capital projects in those areas. Recreation/Cultural amounts to 5 percent of total appropriations and reflects a slight decline of 1.7 percent due to a decrease in capital improvement related project activities (Table 1-3). In fiscal year 2008-2009, Parks, Recreation and Community Services was the department that received the highest general fund appropriation (8.6%) surpassing public safety (see table 2-6 in General Fund section).

General Government makes up approximately 3.8% of the total budget and consists of City Manager’s Office, Council Services & Legislative Affairs, City Attorney, Clerk of the Council, Non-Departmental, Personnel Services, IS Strategic Plan transfer and Finance & Management Services. General Government program increased by 5.7 percent due to additional funding appropriated for Council election costs, Finance and Personnel related Air Quality Management District (AQMD) funding for Fleet Operations and Blue Skies program and capital projects included under General Fund Special Revenues.

Overall, the City’s workforce decreased by a net of 1 full-time position and increased by 5 part-time civil service (PTCS) 30/hr positions. Finance and Management Services

Agency decreased by 2 full-time vacant positions (1 Principal Programmer Analyst and 1 Computer Operations Coordinator) as part of their 5% base budget reduction strategy, the Police Department increased by 1 full-time UASI grant funded Principal Management Analyst and the Library increased by 4 PTCS Assistant Librarians and 1 PTCS Library Technician. For Additional information, refer to table 1-14.

TOTAL BUDGET BY FUND & PROGRAM

Total Annual Budget by Fund & Program Table 1-3 puts the revenue and appropriation tables in the previous pages in perspective by comparing the total annual budget that has been adopted over the last two years and the actuals from FY06-07. Programs typically cut across departmental lines since no one operating unit is equipped to provide all the services a program entails. Public safety, for instance, consists of crime-fighting, fire-fighting, and emergency medical services. This may at times complicate the way budget information is presented. For this reason, this document follows a consistent theme that focuses on the department's that manage the programs and allocations. This thematic presentation not only helps to simplify the manor in which the budget is presented, but also highlights the accountability by pinpointing the department that is responsible for providing the service.

REVENUE & EXPEDITURE TABLES 1-4, 1-5 AND 1-6

The following tables show the total budget per operating department, program and funding sources. Descriptions of

(Continued on page 7)

FY 08-09 TOTAL BUDGET SUMMARY
EXPENDITURES AND INTERFUND TRANSFERS BY DEPARTMENT & FUNDING SOURCE
Table 1-4

DEPARTMENT	General Fund	Community Dev./Redev.	Enterprise Revenues	Fees/ Misc. Rev.	Housing Authority	CDBG Fund	Capital Projects	Grant** Funding	Special Revenues	TOTAL	%
Police Department	123,596,850					85,000			11,408,510	135,090,360	23.7%
Community Development Agency		72,600,345	5,542,055		33,406,150	2,228,250		6,312,755		120,089,555	21.1%
Public Works Agency	4,674,000		81,886,000	391,950		2,500,000	98,797,620		6,276,900	194,526,470	34.1%
Fire Department	54,027,000									54,027,000	9.5%
Parks, Recreation & Com. Services	16,094,850	1,599,085				583,435	257,000		4,074,675	22,609,045	4.0%
Planning & Building Agency	12,342,775					1,627,500			159,580	14,129,855	2.5%
Finance & Management Services	6,195,310								250,000	6,445,310	1.1%
Library Services	5,269,355								250,000	5,519,355	1.0%
City Attorney's Office	2,544,545					99,670				2,644,215	0.5%
Personnel Services	2,136,700								324,040	2,460,740	0.4%
City Manager's Office	2,166,610									2,166,610	0.4%
Bowers Museum	2,015,545									2,015,545	0.4%
Non-Departmental	1,607,955									1,607,955	0.3%
Clerk of the Council Office	1,013,925									1,013,925	0.2%
Building Rehabilitation Plan	250,000									250,000	0.0%
Information Svcs. Strategic Plan	3,662,230									3,662,230	0.6%
GF related Special Revenue Fund	1,576,570									1,576,570	0.3%
Subtotal	239,174,220	74,199,430	87,428,055	391,950	33,406,150	7,123,855	99,054,620	6,312,755	22,743,705	569,834,740	100.0%
Interfund Transfers Out	5,539,960	5,838,740					356,300		1,460,000	13,195,000	
TOTAL	244,714,180	80,038,170	87,428,055	391,950	33,406,150	7,123,855	99,410,920	6,312,755	24,203,705	583,029,740	

** Includes Workforce Investment Act, Empowerment Zone, Orange County SSA, Orange County Transportation Grants, Federal and State Grants

the revenues and programs they fund are located within the program and resource sheets throughout the budget document. For further details on these funds please see the resource sheets in sections 2, 4, 5, 6 and 7.

ECONOMIC OUTLOOK

The national unemployment rate, the economic indicator followed most closely, increased from an average of 4.7 percent in June 2007 to 5.7 percent in July of 2008 according to the U.S. Department of Labor - Bureau of Labor Statistics or BLS (not seasonally adjusted data). The U.S. employment picture remains better than California's (where unemployment remains higher than the national average). The BLS reports June 2008 unemployment rate in California at 7 percent (not seasonally adjusted) as compared to the 5.7 percent for the U.S. The unemployment rate reported for the same period in the Orange County region is estimated at 5.3 percent while Santa Ana's is 8.5 percent.

In California, the economic experience has been somewhat different from the rest of the nation. Many factors have influenced California's economy such as the sub-prime market bust, record number of foreclosures, higher unemployment rates, increasing energy costs, decline in consumer confidence and a slowdown in the construction industry. The State's financial outlook will continue to be a volatile one with home prices continuing to fall, potential homebuyers waiting on the sidelines for prices to stabilize, a downshift in vehicle sales toppled with higher gas prices at the pump and the decline in consumer spending.

At the local level, Santa Ana's major revenue sources have begun to show signs of the economy's downturn. Based on our most recent economic data, it appears that sales taxes have hit a peak and are trending downward. Most likely this is an indication of a decline in personal discretionary income and Santa Ana's higher than normal unemployment rate. The County of Orange Assessor's Office has begun temporarily reducing taxable values as a result of home market values falling. The reduction in taxable values will likely impact our property tax revenues as the year progresses. The City of Santa Ana is not alone in this situation, many surrounding cities and communities are being negatively impacted by the downturn in the economy.

FUND BEGINNING & ENDING BALANCES

Section 5 of Article XIII B allows the City to designate a portion of fund balance for general contingencies to be used for any purpose. In 1983, the City Council passed a resolution setting aside all unappropriated or unrestricted balances in the General Fund and Special Revenue Fund as contingency funds. Further detail is discussed and itemized within the resource & program sheets of each individual fund & activity. The Beginning & Ending Fund Balance tables indicate the beginning balances, current revenue, transfers, direct expenditures and ending balances per each fund. These tables are located within each section of the budget document providing a summarized version of the fund (Tables 2-1, 3-1, 4-1, 5-1 & 6-1).

**TOTAL REVENUE SUMMARY
BY FUNDS & REVENUE TYPE**

Table 1-5

Fund Type	Actual			Projected			as % of All Funds		
	FY 06-07	FY 07-08	FY 08-09	06-07	07-08	08-09	06-07	07-08	08-09
GENERAL FUND									
Sales Tax	44,877,315	46,777,805	45,590,800	21.7%	22.5%	21.8%	9.7%	9.9%	9.2%
Utility Users Tax	28,326,368	28,679,040	28,240,175	13.7%	13.8%	13.5%	6.1%	6.1%	5.7%
Property Tax	28,700,524	29,561,000	30,447,830	13.9%	14.2%	14.6%	0.5%	6.3%	6.1%
Property Tax In-Lieu of VLF	25,451,243	24,259,137	27,062,325	12.3%	11.7%	12.9%	12.1%	5.1%	5.4%
Business Tax	10,019,043	9,608,703	10,005,120	4.9%	4.6%	4.8%	0.5%	2.0%	2.0%
Hotel Visitor's Tax	7,442,363	7,477,707	7,395,000	3.6%	3.6%	3.5%	12.1%	1.6%	1.5%
Motor Vehicle License	2,173,564	1,587,564	1,619,355	1.1%	0.8%	0.8%	0.0%	0.3%	0.3%
GF Special Revenue Funds	2,850,001	753,420	1,141,370	1.4%	0.4%	0.5%	0.0%	0.2%	0.2%
GF Capital Outlay	779,713	673,695	435,200	0.4%	0.3%	0.2%	44.8%	0.1%	0.1%
Other Revenues	55,717,947	58,645,483	57,256,920	27.0%	28.2%	27.4%	44.8%	12.4%	11.5%
Total	206,338,081	208,023,554	209,194,095	100.0%	100.0%	100.0%	44.8%	44.0%	42.1%
COMMUNITY DEVELOPMENT FUNDS									
Welfare Investment Act	3,209,878	3,551,545	3,542,930	3.08%	3.4%	3.1%	0.7%	0.8%	0.7%
Orange County SSA	394,479	631,970	662,970	0.38%	0.6%	0.6%	0.1%	0.1%	0.1%
Empowerment Zone	1,802,705	0	0	1.73%	0.0%	N/A	0.4%	0.0%	N/A
Department of Labor Youth Grant	416,014	0	0	0.40%	0.0%	N/A	0.1%	0.0%	N/A
Community Development Block Grant	7,221,495	7,384,680	7,123,855	6.94%	7.0%	6.3%	1.6%	1.6%	1.4%
Housing HOPWA Federal Funds	1,198,724	1,371,940	1,402,000	1.15%	1.3%	1.2%	0.3%	0.3%	0.3%
Housing Authority Funds	29,660,841	27,613,510	30,230,435	28.49%	26.2%	26.6%	6.4%	5.8%	6.1%
Com. Dev./Redev. & SA Auth.	60,217,576	64,716,794	70,855,665	57.83%	61.5%	62.3%	13.1%	13.7%	14.3%
Total	104,121,711	105,270,439	113,817,855	100.00%	100.0%	100.0%	22.6%	22.3%	22.9%
SPECIAL REVENUE FUNDS									
Traffic Offender Program	0	0	470,965	0.00%	0.0%	3.0%	0.0%	0.0%	0.1%
Inmate Welfare Fund	347,181	427,500	410,000	1.28%	1.3%	2.7%	0.1%	0.1%	0.1%
Traffic Safety	1,502,844	2,000,000	1,460,000	5.54%	6.1%	9.5%	0.3%	0.4%	0.3%
Criminal Activities	719,833	145,015	174,000	2.65%	0.4%	1.1%	0.2%	0.0%	0.0%
Special Gas Tax	6,616,962	6,481,840	6,922,695	24.40%	19.6%	44.8%	1.4%	1.4%	1.4%
Air Quality Fund	559,662	447,915	773,465	2.06%	1.4%	5.0%	0.1%	0.1%	0.2%
Civic Center Authority	2,533,916	4,684,375	4,893,320	9.34%	14.2%	31.7%	0.6%	1.0%	1.0%
UASI	11,685,326	4,186,000	0	43.09%	12.7%	0.0%	2.5%	0.9%	0.0%
Metropolitan Medical Response System	695,057	0	0	2.56%	0.0%	0.0%	0.2%	0.0%	0.0%
Public Library Grant	202,820	202,820	135,765	0.75%	0.6%	0.9%	0.0%	0.0%	0.0%
Section 108HUD Loan	0	14,000,000	0	0.00%	42.4%	0.0%	0.0%	3.0%	0.0%
Office of Safety Grant	857,174	203,160	0	3.16%	0.6%	0.0%	0.2%	0.0%	0.0%
Families & Communities Together Prgm.	1,400,458	230,527	207,265	5.16%	0.7%	1.3%	0.3%	0.0%	0.0%
Total	27,121,233	33,009,152	15,447,475	100.00%	100.0%	100.0%	5.9%	7.0%	3.1%
CAPITAL FUNDS									
Traffic Congestion Relief Program	3,021,119	2,580,750	3,402,305	6.21%	5.4%	4.4%	0.7%	0.5%	0.7%
Prop 1B Infrastructure Bond	0	3,348,375	6,684,650	0.00%	7.0%	8.7%	0.0%	0.7%	1.3%
Measure M	7,212,384	12,508,215	22,056,065	14.82%	26.3%	28.7%	1.6%	2.6%	4.4%
Transportation Area Funds	897,380	1,551,000	2,084,200	1.84%	3.3%	2.7%	0.2%	0.3%	0.4%
Sewer Connection	678,971	720,000	620,000	1.40%	1.5%	0.8%	0.1%	0.2%	0.1%
Residential Street Improvement	246,401	355,400	0	0.51%	0.7%	0.0%	0.1%	0.1%	0.0%
Select Street	35,830,328	23,344,255	41,451,000	73.63%	49.0%	53.9%	7.8%	4.9%	8.3%
Land & Water Conservation Fund	145,606	150,000	0	0.30%	0.3%	0.0%	0.0%	0.0%	0.0%
State Bicycle Transportation Fund	0	1,100,000	0	0.00%	2.3%	0.0%	0.0%	0.2%	0.0%
Habitat Conservation Fund	0	345,000	122,500	0.00%	0.7%	0.2%	0.0%	0.1%	0.0%
State Regional Trails Program	0	240,000	0	0.00%	0.5%	0.0%	0.0%	0.1%	0.0%
Local Drainage Areas	412,808	526,080	391,950	0.85%	1.1%	0.5%	0.1%	0.1%	0.1%
Park Acquisition & Development	220,416	880,970	134,500	0.45%	1.8%	0.2%	0.0%	0.2%	0.0%
Total	48,665,413	47,650,045	76,947,170	100.00%	100.0%	100.0%	10.6%	10.1%	15.5%
ENTERPRISE FUNDS									
Parking Meter	2,806,855	2,492,000	2,647,000	10.35%	7.5%	17.1%	0.6%	0.5%	0.5%
Sanitary Sewer Fund	3,462,273	3,908,190	4,698,375	4.65%	5.0%	5.8%	0.8%	0.8%	0.9%
Federal Clean Water Protection	2,462,176	2,620,285	2,561,795	3.31%	3.3%	3.2%	0.5%	0.6%	0.5%
Water Utility Funds	42,930,722	45,513,800	49,182,500	57.67%	58.0%	60.5%	9.3%	9.6%	9.9%
The Depot	731,275	787,845	820,180	0.98%	1.0%	1.0%	0.2%	0.2%	0.2%
Sanitation Fund	7,983,081	7,915,000	7,985,000	10.72%	10.1%	9.8%	1.7%	1.7%	1.6%
Refuse Collection	14,064,648	15,184,300	13,363,370	18.89%	19.4%	16.4%	3.1%	3.2%	2.7%
Total	74,441,030	78,421,420	81,258,220	100.00%	100.0%	100.0%	16.2%	16.6%	16.4%
GRAND TOTAL - ALL FUNDS									
	460,687,469	472,374,610	496,664,815						
Excludes Interfund Transfers									

**TOTAL EXPENDITURE SUMMARY
BY PROGRAM & ACTIVITY**

Table 1-6A

Increase (Decrease)

Over Prior Year

07-08 to 08-09

in \$ in %

PROGRAM & ACTIVITY	Actual FY 06-07	% of Total	Projected FY 07-08	% of Total	Adopted FY 08-09	% of Total	07-08 to 08-09 in \$ in %	
Public Safety								
Police Services	125,786,647	25.4%	122,879,860	24.8%	135,090,360	23.7%	12,210,500	9.9%
Fire & Emergency Medical Svcs.	47,510,680	9.6%	51,250,465	10.4%	54,027,000	9.5%	2,776,535	5.4%
Total	173,297,327	35.0%	174,130,325	35.2%	189,117,360	33.2%	14,987,035	8.6%
Community Development								
Community Development Agency	55,355,400	11.2%	61,768,269	12.5%	72,600,345	12.7%	10,832,076	17.5%
CDBG/HOPWA	3,011,723	0.6%	3,843,627	0.8%	3,656,250	0.6%	(187,377)	-4.9%
Parking Meter Fund	4,338,615	0.9%	3,779,080	0.8%	4,494,425	0.8%	715,345	18.9%
Special Revenue Funds	1,509,745	0.3%	1,599,085	0.3%	1,599,085	0.3%	0	0.0%
CDA Grant Funds	5,614,191	1.1%	6,296,045	1.3%	6,312,755	1.1%	16,710	0.3%
The Depot/RTC	1,302,952	0.3%	919,920	0.2%	1,047,630	0.2%	127,710	13.9%
Total	71,132,627	14.4%	78,206,026	15.8%	89,710,490	15.7%	11,504,464	14.7%
Water Utility								
Water Production & Supply	20,490,729	4.1%	20,448,315	4.1%	22,902,845	4.0%	2,454,530	12.0%
Maintenance & Construction	2,923,257	0.6%	3,557,350	0.7%	3,852,485	0.7%	295,135	8.3%
Administration & Engineering	2,587,147	0.5%	3,328,810	0.7%	4,195,500	0.7%	866,690	26.0%
All Others	13,144,294	2.7%	18,529,325	3.7%	20,481,670	3.6%	1,952,345	10.5%
Total	39,145,427	7.9%	45,863,800	9.3%	51,432,500	9.0%	5,568,700	12.1%
Housing								
Housing Authority Funds	28,243,667	5.7%	29,301,620	5.9%	31,978,150	5.6%	2,676,530	9.1%
Total	28,243,667	5.7%	29,301,620	5.9%	31,978,150	5.6%	2,676,530	9.1%
Community/Maintenance								
Public Works Agency	7,820,481	1.6%	7,628,105	1.5%	4,674,000	0.8%	(2,954,105)	-38.7%
CDBG	400,000	0.1%	1,593,093	0.3%	2,500,000	0.4%	906,907	56.9%
Capital/Grant Funds	73,097,146	14.8%	45,280,725	9.2%	99,189,570	17.4%	53,908,845	119.1%
Special Revenue Fund	724,900	0.1%	17,903,775	3.6%	6,276,900	1.1%	(11,626,875)	-64.9%
Total	82,042,527	16.6%	72,405,698	14.6%	112,640,470	19.8%	40,234,772	55.6%
Refuse/Sanitation/Sewer/Federal Clean Water Act								
Sanitary Sewer Services	3,083,711	0.6%	3,908,190	0.8%	4,698,375	0.8%	790,185	20.2%
Federal Clean Water Act	2,798,165	0.6%	3,511,535	0.7%	2,685,995	0.5%	(825,540)	-23.5%
Refuse Collection	12,977,952	2.6%	15,184,300	3.1%	9,306,520	1.6%	(5,877,780)	-38.7%
Sanitation Fund	7,252,071	1.5%	8,382,615	1.7%	13,762,610	2.4%	5,379,995	64.2%
Total	26,111,899	5.3%	30,986,640	6.3%	30,453,500	5.3%	(533,140)	-1.7%
Recreation/Library/Cultural								
Recreation/Parks/Zoo	19,757,058	4.0%	22,167,797	4.5%	21,009,960	3.7%	(1,157,837)	-5.2%
Library	3,995,803	0.8%	5,479,900	1.1%	5,519,355	1.0%	39,455	0.7%
Bowers Museum	2,677,671	0.5%	2,020,530	0.4%	2,015,545	0.4%	(4,985)	-0.2%
Total	26,430,532	5.3%	29,668,227	6.0%	28,544,860	5.0%	(1,123,367)	-3.8%
General Government								
City Manager's Office	1,774,311	0.4%	2,129,790	0.4%	2,166,610	0.4%	36,820	1.7%
City Attorney's Office	2,404,723	0.5%	2,626,590	0.5%	2,644,215	0.5%	17,625	0.7%
Clerk of the Council's Office	749,389	0.2%	715,640	0.1%	1,013,925	0.2%	298,285	41.7%
Personnel Services	1,836,917	0.4%	2,418,245	0.5%	2,460,740	0.4%	42,495	1.8%
Non-Departmental	2,556,424	0.5%	1,607,955	0.3%	1,607,955	0.3%	0	0.0%
IS Strategic Plan	3,662,230	0.7%	3,662,230	0.7%	3,662,230	0.6%	0	0.0%
Building Rehabilitation	0	0.0%	750,000	0.2%	250,000	0.0%	(500,000)	N/A
Spec. Rev./Cap Lease/COP Pmt	12,816,231	2.6%	644,095	0.1%	1,576,570	0.3%	932,475	144.8%
Finance & Management Services	4,541,772	0.9%	6,096,800	1.2%	6,445,310	1.1%	348,510	5.7%
Total	30,341,997	6.1%	20,651,345	4.2%	21,827,555	3.8%	1,176,210	5.7%
Planning & Building								
Planning & Building Agency	9,845,635	2.0%	11,453,150	2.3%	12,342,775	2.2%	889,625	7.8%
CDBG	1,700,000	0.3%	1,700,000	0.3%	1,627,500	0.3%	(72,500)	-4.3%
Special Revenue Funds	128,358	0.0%	155,190	0.0%	159,580	0.0%	4,390	2.8%
Total	11,673,993	2.4%	13,308,340	2.7%	14,129,855	2.5%	821,515	6.2%
GRAND TOTAL	488,419,996	98.8%	494,522,021	100.0%	569,834,740	100.0%	75,312,719	15.2%

Excludes Interfund Transfers

**TOTAL EXPENDITURE SUMMARY
BY FUND
Table 1-6B**

**Increase (Decrease)
Over Prior Year**

BY FUND	Actual FY 06-07	% of Total	Projected FY 07-08	% of Total	Adopted FY 08-09	% of Total	Increase (Decrease) Over Prior Year	
							07-08 to 08-09 in \$	in %
General Fund								
Police Department	108,706,494	22.0%	114,549,165	20.1%	123,596,850	21.7%	9,047,685	7.9%
Public Works Agency	7,820,481	1.6%	7,628,105	1.3%	4,674,000	0.8%	(2,954,105)	-38.7%
Fire Department	46,663,817	9.4%	50,466,465	8.9%	54,027,000	9.5%	3,560,535	7.1%
Parks, Recreation & Community Services	14,070,896	2.8%	14,820,120	2.6%	16,094,850	2.8%	1,274,730	8.6%
Planning & Building Agency	9,845,635	2.0%	11,453,150	2.0%	12,342,775	2.2%	889,625	7.8%
Finance & Management Services	4,519,607	0.9%	6,096,800	1.1%	6,195,310	1.1%	98,510	1.6%
Library Services	3,995,803	0.8%	5,229,900	0.9%	5,269,355	0.9%	39,455	0.8%
City Attorney's Office	2,284,723	0.5%	2,526,590	0.4%	2,544,545	0.4%	17,955	0.7%
Personnel Services	1,561,665	0.3%	2,125,520	0.4%	2,136,700	0.4%	11,180	0.5%
City Manager's Office	1,774,311	0.4%	2,129,790	0.4%	2,166,610	0.4%	36,820	1.7%
Bowers Museum	2,677,671	0.5%	2,020,530	0.4%	2,015,545	0.4%	(4,985)	-0.2%
Non-Departmental	2,556,424	0.5%	1,607,955	0.3%	1,607,955	0.3%	0	0.0%
Clerk of the Council Office	749,389	0.2%	715,640	0.1%	1,013,925	0.2%	298,285	41.7%
I.S. Strategic Plan	3,662,230	0.7%	3,662,230	0.6%	3,662,230	0.6%	0	0.0%
Building Rehabilitation	0	0.0%	750,000	0.1%	250,000	0.0%	(500,000)	-66.7%
GF Special Revenue Funds	3,557,227	0.7%	318,660	0.1%	1,141,370	0.2%	822,710	258.2%
GF Capital Outlay	9,259,004	1.9%	325,435	0.1%	435,200	0.1%	109,765	33.7%
Total	223,705,377	45.2%	226,426,055	39.7%	239,174,220	42.0%	12,748,165	5.6%
Community Development Funds								
Redevelopment & Financing Auth.	55,355,400	11.2%	61,768,269	10.8%	72,600,345	12.7%	10,832,076	17.5%
Workforce Investment Fund	3,103,958	0.6%	4,234,475	0.7%	4,281,875	0.8%	47,400	1.1%
Orange County SSA	377,637	0.1%	674,610	0.1%	662,970	0.1%	(11,640)	-1.7%
Weed & Seed Grant	26,375	0.0%	0	0.0%	0	0.0%	0	N/A
Empowerment Zone	1,687,565	0.3%	1,362,000	0.2%	1,367,910	0.2%	5,910	0.4%
DOL Youth Grant	418,656	0.1%	24,960	0.0%	0	0.0%	(24,960)	-100.0%
Comm. Development Block Grant	7,221,495	1.5%	7,384,680	1.3%	7,123,855	1.3%	(260,825)	-3.5%
Housing Authority Fund	28,243,667	5.7%	29,301,620	5.1%	31,978,150	5.6%	2,676,530	9.1%
Housing HOPWA Fund	1,169,384	0.2%	1,384,940	0.2%	1,428,000	0.3%	43,060	3.1%
Total	97,604,137	19.7%	106,135,554	18.6%	119,443,105	21.0%	13,307,551	12.5%
Special Revenue Funds								
PD - Traffic Offender Program	0	0.0%	403,160	0.1%	545,965	0.1%	142,805	35.4%
Inmate Welfare Fund	339,455	0.1%	622,500	0.1%	625,000	0.1%	2,500	0.4%
Criminal Activities	1,097,161	0.2%	1,308,580	0.2%	1,696,635	0.3%	388,055	29.7%
Special Gas Tax	724,900	0.1%	0	0.0%	6,276,900	1.1%	6,276,900	N/A
Air Quality Fund	425,775	0.1%	447,915	0.1%	733,620	0.1%	285,705	63.8%
Civic Center	4,538,220	0.9%	6,283,460	1.1%	6,492,405	1.1%	208,945	3.3%
Centennial Park	139,452	0.0%	0	0.0%	0	0.0%	0	N/A
Urban Areas Security Initiative Grant	11,871,751	2.4%	4,990,000	0.9%	7,515,000	1.3%	2,525,000	50.6%
Metropolitan Medical Response System	371,863	0.1%	0	0.0%	0	0.0%	0	N/A
Public Library Grant	0	0.0%	250,000	0.0%	250,000	0.0%	0	0.0%
Sec. 108 HUD Loan - Res. Street Impr.	0	0.0%	14,000,000	2.5%	0	0.0%	(14,000,000)	-100.0%
OTS-Traffic Offender Program Grant	698,076	0.1%	0	0.0%	0	0.0%	0	N/A
Families & Communities Together	2,211,469	0.4%	230,527	0.0%	207,265	0.0%	(23,262)	-10.1%
Total	22,418,122	4.5%	28,536,142	5.0%	24,342,790	4.3%	(4,193,352)	-18.7%
Capital Funds								
Traffic Congestion Relief Program	1,301,519	0.3%	2,580,750	0.5%	4,715,405	0.8%	2,134,655	82.7%
Prop. 1B Infrastructure Bond	0	0.0%	3,348,375	0.6%	6,684,650	1.2%	3,336,275	99.6%
Measure M	4,604,894	0.9%	12,421,500	2.2%	21,856,065	3.8%	9,434,565	76.0%
Transportation Area Funds	897,380	0.2%	1,551,000	0.3%	2,084,200	0.4%	533,200	34.4%
Sewer Connection	1,547,308	0.3%	2,039,000	0.4%	1,450,000	0.3%	(589,000)	-28.9%
Residential Street Improvement	10,715	0.0%	555,400	0.1%	20,200,000	3.5%	19,644,600	3537.0%
Select Street	64,490,945	13.0%	26,162,395	4.6%	41,807,300	7.3%	15,644,905	59.8%
Land & Water Conservation	69,170	0.0%	150,000	0.0%	0	0.0%	(150,000)	-100.0%
State Bicycle Transportation Fund	0	0.0%	1,100,000	0.2%	0	0.0%	(1,100,000)	-100.0%
Habitat Conservation Fund	0	0.0%	245,000	0.0%	122,500	0.0%	(122,500)	-50.0%
State Recreation Trails Program	0	0.0%	240,000	0.0%	0	0.0%	(240,000)	-100.0%
Local Drainage Areas	244,385	0.0%	526,080	0.1%	391,950	0.1%	(134,130)	-25.5%
Park Acquisition & Development	627,151	0.1%	955,330	0.2%	134,500	0.0%	(820,830)	-85.9%
Total	73,793,467	14.9%	51,874,830	9.1%	99,446,570	17.5%	47,571,740	91.7%
Enterprise Funds								
Parking Meter Fund	4,338,615	0.9%	3,779,080	0.7%	4,494,425	0.8%	715,345	18.9%
Sanitary Sewer Fund	3,083,711	0.6%	3,908,190	0.7%	4,698,375	0.8%	790,185	20.2%
Federal Clean Water Protection	2,798,165	0.6%	3,511,535	0.6%	2,685,995	0.5%	(825,540)	-23.5%
Water Utility Funds	39,145,427	7.9%	45,863,800	8.0%	51,432,500	9.0%	5,568,700	12.1%
The Depot	1,302,952	0.3%	919,920	0.2%	1,047,630	0.2%	127,710	13.9%
Sanitation Fund	7,252,071	1.5%	8,382,615	1.5%	9,306,520	1.6%	923,905	11.0%
Refuse Collection	12,977,952	2.6%	15,184,300	2.7%	13,762,610	2.4%	(1,421,690)	-9.4%
Total	70,898,893	14.3%	81,549,440	14.3%	87,428,055	15.3%	(1,421,690)	-1.7%
GRAND TOTAL	488,419,996	98.8%	494,522,021	86.8%	569,834,740	100.0%	75,312,719	15.2%
Excludes Interfund Transfers								

SANTA ANA'S BUDGET PROCESS

The City's annual budget is prepared on a July 1st to June 30th fiscal year. The budget process is a perpetual and iterative operation that includes phases of formulation, adoption, implementation, adjustment, and oversight throughout the year.

"Best Practice" Budgeting

The City uses multi-tiered iterations to formulate the budget. It is a "best practice" approach that draws on applicable elements of established budgetary tools and techniques such as Expenditure Control Budgeting (ECB), Target Budgeting, Program Budgeting, Zero Base Budgeting (ZBB), Line-item Budgeting, and Stakeholder Budgeting.

The first tier is the *strategic* level which uses Target Budgeting and ECB to set citywide organizational goals and objectives, and where aggregate budget targets and priorities are first defined.

The second tier is the *tactical* level which uses Program Budgeting to translate the City's strategy into specific programs and activities. These activities then become the cost centers that receive fund allocations and are assigned to designated departments.

The third tier is the *operational* level which uses ZBB to develop preliminary budget estimates and Line-item Budgeting to establish the internal controls that guide day to day fiscal administration. All designated cost centers/activities prepare line-item budgets to facilitate the cost accounting process. The resource sheets in the various tab sections show the line-item budget for each cost center/activity.

Throughout this process, City staff is constantly identifying and extensively interacting with key *stakeholders* which include but are not limited to the Boards and Commissions, Greater Santa Ana Business Alliance, and representatives of the City's 62 neighborhood associations. Interaction occurs in various ways from informal neighborhood meetings to formal boards and commissions hearings and Council Study Sessions.

The City of Santa Ana values stakeholder budgeting because it promotes inclusion in a community that is the most diverse in Orange County.

Stakeholder budgeting also provides for a more comprehensive approach to budgeting by soliciting input from as many quarters as possible. Santa Ana spends a lot of time and effort to involve stakeholders to help ensure that the budget is both vision-driven and customer-focused. By including stakeholders in the budget process, the City is practicing Santa Ana's bedrock philosophy of total quality customer service.

Budget Amendment Process

The budget as adopted by the City Council can be amended during the fiscal year by an *appropriation adjustment*. An appropriation is the amount of money the Council has recognized as revenue and approved as a spending limit. An appropriation is shown as an expenditure line-item in the adopted budget.

The need to amend or adjust the budget typically arises in response to unforeseen circumstances or events. For example, the Council is required to formally recognize the receipt of unanticipated revenue before the City can legally accept and spend new money. In other cases, a department may need to transfer funds to cover an unexpected shortfall in another account.

The City Manager is authorized to amend Council-approved appropriations if, in the City Manager's opinion, such amendments are necessary and proper. The appropriation adjustment process consists of the following five steps:

1. A "Request For Appropriation Adjustment" form is prepared by the department or agency.
2. The request is submitted to Finance & Management Services for review.
3. The request is submitted to the City Manager for approval.
4. Once approved, the request is returned to Finance & Management Services to make the necessary adjustments.
5. The department/agency receives authorization to use the adjusted appropriations.

If the request for an appropriation adjustment is between two different departments or involves more than one fund, Council approval is required in addition to City Manager approval.

(Continued on page 12)

Budget Calendar

The following budget calendar indicates the months in which significant budget processes occur. The boxed calendar lists the major activities for the month while the narrative on the monthly budget processes provides a detailed description of the listed budget activities.

August

- Year-end report of Revenues & Expenditures finalized.
- Complete Revenue Manual.
- Budget personnel begin data collection for financial strategic plan and financial forecast.

At this time, the Budget Office and departmental budget representatives begin collecting information for the financial strategic plan and forecasts for the next budget year in order to provide the City’s Executive Management Team (EMT) – whose members are the City Manager, the Assistant City Manager, and the department/agency heads - with a fact-based financial foundation. The financial information is contained in the Annual Revenue Manual combined with monthly revenue and expenditure reports.



September to December

- EMT conducts Agency Retreats.
- EMT reviews Long-term Financial Forecast and Strategic Plan.
- Purpose, Vision & Goals presented to City Council.

From August to November, EMT determines Citywide goals, objectives and performance measurements for the next fiscal year. Each EMT member takes these Citywide plans back to his/her respective department where they get translated into department-specific goals and assignments using a Total Quality Services (TQS) tool.

Negotiations to finalize these plans then ensue between and among EMT and the departments, with EMT members assuming multiple negotiating roles that include champion, gate-keeper, and devil’s advocate.

To ensure the organization’s long-term financial viability, the City prepares a financial strategic plan to identify and address the economic, social, political and other trends impacting City revenues and expenditures. EMT identifies the budget issues, stakeholders, and factors that would drive or restrain the attainment of department-specific and citywide goals.

A financial forecast is then prepared based on projected assumptions for the next budget cycle. The first funds to be forecasted are the internal funds due to the impacts of internal cross-charges on other funds. Between *November* and *December*, the resulting goals and objectives are presented in a series of collaborative sessions between EMT and staff. The results are then presented to the City Council for concurrence. The adopted goals and objectives are shown as exhibits attached to the City Manager's budget letter.



January

- Budget/CIP Instructions and payroll projections are distributed to departments.
- Departments begin budget process.

Budget Instructions are distributed to departments. Public Works distributes Capital Improvement Plan instructions to departments. For more information on the capital budget process and its relationship to the operating budget, please refer to Section 7. From *January* to *May*, City departments and agencies complete their part of the City budget based on the adopted goals and objectives as well as the revenue and expenditure forecasts.



February

- Community Development Block Grant (CDBG) proposals are presented to the City’s Human Relations Commission for review.
- EMT conduct Budget Review Meeting(s).

Community Development Agency (CDA) presents CDBG proposals to the Human Relations Commission. Departmental/Agency heads present budgets to fellow EMT members in a budget review meeting.

(Continued on page 13)

March

- CIP is presented to Environmental & Transportation Advisory Committee (ETAC).
- CIP is presented to Planning Commission.
- CDBG budget is adopted by the City Council.
- CDA Budget is adopted by the Community Redevelopment and Housing Commissions.

The Capital Improvement Program is presented to the Environmental & Transportation Advisory Committee and Planning Commission. Community Development Block Grant budget is adopted by the City Council. Based upon the City Council budget priorities, the Executive Management Team reviews operating budgets and Capital Improvements Program requests.

The Executive Management Team evaluates and prioritizes the program requirements, determines funding availability and develops a balanced budget. Final budget decisions are made as a team according to the purpose, vision and goals of the city.



April - May

- EMT presents proposed Budget/CIP to City Council and community in Budget Study Sessions.
- Distribute Budget Discussion Booklet and Miscellaneous Fee Summary in study sessions.
- EMT presents proposed Budget/CIP the Greater Santa Ana Business Alliance.
- First Notice for Public Hearing is published.

The City Manager and EMT present the proposed budget to the City Council in a Budget Study Session. The Council, after reviewing the proposed budget and receiving public comment, may direct staff to revise the proposed budget. Executive Budget Summaries are made available to the public at budget discussion sessions, the Clerk of the Council Office, all City libraries, and on-line at the City’s website. The City Manager and EMT also present the budget to the Greater Santa Ana Business Alliance.



May - June

- Second Notice for Public Hearing is published.
- Budget Binder (line-item budget) is distributed.
- First Reading of Budget Ordinance.
- Budget/CIP Presentation.
- Second Reading of Budget Ordinance and Budget/CIP Adoption.

The second notice for public hearing is published in the newspapers. The proposed budget is presented to the City Council during the public hearing and any new changes are incorporated into the budget. Copies of the line-item budget, as presented in this document, are available to the public in the Clerk of the Council’s Office, City of Santa Ana public libraries and on-line at the City’s website.

On or before the 30th day of June, the Council meets to adopt the proposed budget, as amended, by the affirmative vote of a majority of the seven-member Council. The adopted budget becomes the authority for the various departments to expend appropriations, subject to controls established by the City Charter.

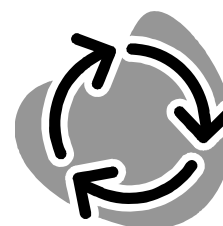
At any subsequent Council meeting, the Council may amend the adopted budget through an “appropriations adjustment.” This action requires a supermajority Council vote which means that at least five affirmative votes, or 2/3 of the seven-member Council, are needed to amend an adopted budget. The budget amendment process is discussed in detail on page 1-11.



June - July

- Gann Limit adopted by City Council.

The City Council adopts the Gann Limit before the beginning of the new fiscal year, July 1st (the Gann Limit is discussed fully in the next section). The budget cycle starts again.



GANN APPROPRIATIONS LIMIT

Commonly referred to as the Gann Limit, this was a ballot initiative adopted in 1980, and modified by Proposition 111 which passed in 1990, to limit the amount of tax proceeds state and local governments can spend each year. The Gann limit now appears in California’s State Constitution as Article XIII B.

The limit changes annually and is different for every city. Each year’s limit is based on the amount of tax proceeds that were authorized to be spent in FY 1978-79 in each city, and modified for changes in inflation and population in each subsequent year. Inflationary adjustments are based on the California Department of Finance’s official report on changes in the state’s per capita income or in non-residential assessed valuation due to new construction. Population adjustments are based on changes in city or county population levels.

Table 1-7 shows the City’s FY 08-09 Gann Limit. The estimated City proceeds from taxes are \$154,161,629 and appropriations subject to the limit are \$141,838,029. The (Under) Limit figure of \$632.2 million is due to Santa Ana’s high percentage increase in population since 1980 which outpaced the growth in the tax base, and a conservative fiscal philosophy that seeks to foster a resident-responsive and business-friendly climate. Table 1-8 provides historical appropriations subject to limitation.

Section 5 of Article XIII B allows the City to designate a portion of fund balance for general contingencies to be used for any purpose. In 1983, the City Council passed a resolution setting aside all unappropriated or unrestricted balances in the General Fund and Special Revenue Fund as contingency funds.

Section 9710 of the California Government Code, added in 1980 by the State Legislature, requires the Council to adopt the City’s Gann appropriations limit for the following year by resolution. This resolution as adopted by the Council on July 7, 2008. The main text of the Council resolution is reproduced here.

Budget Epilogue: Approval of Budget Ordinance and Budget Resolution

At a public hearing on June 2, 2008, the City Manager presented the proposed budget for FY 08-09 to the City Council for approval. On the June 16, 2008 Council Meeting, the budget ordinance was approved. The budget ordinance and the budget resolution are reproduced on the following pages.

APPROPRIATIONS SUBJECT TO LIMITATION	
for Fiscal Year Ending June 30, 2009	
Table 1-7	
Proceeds from Taxes	\$154,161,629
<i>Less Exclusions</i>	
Capital Outlay	\$12,323,600
<i>Total Exclusions</i>	<u>12,323,600</u>
Appropriations subject to limitation	<u>\$141,838,029</u>
Current Year Limit	<u>774,127,330</u>
Over (Under) Limit	<u>(\$632,289,301)</u>

HISTORICAL APPROPRIATIONS SUBJECT TO LIMITATION						
Table 1-8						
Fiscal Year Ending:	June 30, 2004	June 30, 2005	June 30, 2006	June 30, 2007	June 30, 2008	
Proceeds from Taxes	\$ 128,055,558	\$ 126,988,081	\$ 137,399,565	\$ 141,361,316	\$ 153,447,444	
<i>Less Exclusions</i>						
Capital Outlay	<u>\$ 17,577,737</u>	<u>\$ 9,452,445</u>	<u>\$ 23,597,090</u>	<u>\$ 74,719,935</u>	<u>\$ 18,669,801</u>	
<i>Total Exclusions</i>	<u>\$ 17,577,737</u>	<u>\$ 9,452,445</u>	<u>\$ 23,597,090</u>	<u>\$ 74,719,935</u>	<u>\$ 18,669,801</u>	
Appropriations subject to limitation	\$ 110,477,821	\$ 117,535,636	\$ 113,802,475	\$ 66,641,381	\$ 134,777,643	
Current Year Limit	<u>\$ 597,101,185</u>	<u>\$ 625,402,896</u>	<u>\$ 665,742,325</u>	<u>\$ 697,830,787</u>	<u>\$ 734,815,099</u>	
Over (Under) Limit	<u>\$ (486,623,364)</u>	<u>\$ (507,867,260)</u>	<u>\$ (551,939,850)</u>	<u>\$ (631,189,406)</u>	<u>\$ (600,037,456)</u>	

ORDINANCE NO. NS-2768

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA ANA APPROPRIATING MONIES TO THE SEVERAL OFFICES, AGENCIES AND DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2008

THE CITY COUNCIL OF THE CITY OF SANTA ANA DOES ORDAIN AS FOLLOWS:

SECTION 1: The City Council of the City of Santa Ana hereby, finds, determines and declares as follows:

- A. The City Manager has prepared and submitted to this Council, pursuant to the provisions of Section 605 of the City Charter, a proposed budget for expenditures for the fiscal year commencing July 1, 2008, together with his budget letter dated May 19, 2008.
- B. In accordance with Section 606 of the City Charter, a public hearing has been held upon the said proposed budget of expenditures after notice of such public hearing had been published in the manner prescribed in said Section 606 of the City Charter.
- C. The proposed budget of expenditures duly submitted and considered as hereinbefore stated, together with any supplemental revisions and amendments thereto, was approved, adopted and fixed by the Council as the annual budget of the City for the fiscal year commencing July 1, 2008, in the amounts and for the funds, purposes, functions, department activities and programs as therein set forth. Said adopted budget, including said supplemental revisions and amendments, together with a copy of this appropriation ordinance, shall be placed in the official files of the Clerk of the Council.

SECTION 2: There are hereby appropriated to the several offices, agencies, and departments of the City, being the respective objects and purposes specified in that certain document entitled "City of Santa Ana Annual Budget 2008-2009," a copy of which is on file in the Office of the Clerk of the Council, out of the various funds of the City, for fiscal year 2008-2009, the several amounts stated as proposed expenditures from said funds, respectively, in those columns of said Budget that are headed "Approved Budget 08-09." Each aggregate of expenditures so specified in said Budget for said fiscal year for each program shall be deemed to be an appropriation for a single object and purpose within the meaning of Section 609 of the Charter, except that as to any office, department, or agency of the City for which more than one program is designated in Section 2 (General Fund Operating Budget) of the said Budget, the aggregate expenditure authorized for all programs in said Section 2 of each such office, department, or agency shall be deemed to

be an appropriation for a single object and purpose within the meaning of Charter section 609.

SECTION 3: The appropriations hereby made shall constitute the maximum expenditures authorized for the several offices, agencies, and departments opposite which the amounts of such appropriations are shown in such Budget.

SECTION 4: No warrant shall be issued or indebtedness incurred for any purpose which exceeds the unexpended balance of the appropriations established by this ordinance, unless such appropriation shall have been amended or supplemented by the City Council in the manner set forth in Section 609 of the Charter. The City Manager is hereby authorized to make revisions between the items included within any such appropriation if, in his opinion, such revisions are necessary and proper.

SECTION 5: The Executive Director of Finance and Management Services is hereby authorized to transfer monies in accordance with the Interfund Transfers listed in said Budget in such amounts and at such times during the fiscal year as he may determine necessary to the competent operation and control of City business, except that no such transfer shall be made in contravention of State law or City ordinance or exceed in total the amount stated herein or as amended by the City Council.


SECTION 6: One certified copy of this appropriation ordinance together with a certified copy of each amendment thereto shall be transmitted by the Clerk of the Council to the Executive Director of Finance and Management Services.

SECTION 7: Upon and from the effective date of this ordinance, expenditures of monies appropriated hereby are authorized beginning July 1, 2008.


SECTION 8: The Clerk of the Council shall cause the title of this ordinance to be published as required by law.

SECTION 9: All presently applicable documentation pertaining to the number, titles, qualifications, powers, duties, or compensation of officers or employees of the City, which has been previously approved by resolution or order of the City Council and which is currently on file with the Executive Director of Personnel Services is incorporated herein and is hereby approved. The City Manager is authorized to create, alter, or abolish any position of employment, or the number, title, qualifications, powers, duties, or compensation thereof, when such action is appropriate to promote the efficiency of the City administrative organization; provided, however, that no such action shall be effective unless and until approved by resolution or order of the City Council.

ADOPTED this 16th day of June, 2008.


Miguel A. Pulido
Mayor

APPROVED AS TO FORM:
Joseph W. Fletcher
City Attorney

By: 
Laura Sheedy
Assistant City Attorney

AYES: Councilmembers: Alvarez, Benavides, Bustamante, Martinez, Pulido, Sarmiento (6)

NOES: Councilmembers: None (0)

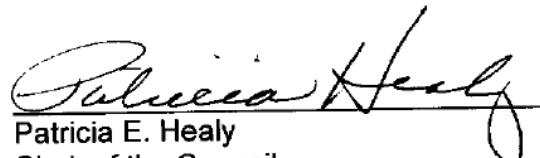
ABSTAIN: Councilmembers: None (0)

NOT PRESENT: Councilmembers: Tinajero (1)

CERTIFICATE OF ATTESTATION AND ORIGINALITY

I, PATRICIA E. HEALY, Clerk of the Council, do hereby attest to and certify the attached Ordinance No. NS-2768 to be the original ordinance adopted by the City Council of the City of Santa Ana on June 16, 2008, and that said ordinance was published in accordance with the Charter of the City of Santa Ana.

Date: 6/17/08


Patricia E. Healy
Clerk of the Council
City of Santa Ana

RESOLUTION NO. 2008-047

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA ANA ESTABLISHING THE APPROPRIATION LIMIT OF THE CITY OF SANTA ANA FOR FISCAL YEAR 2008-2009

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTA ANA AS FOLLOWS:

Section 1. The City Council of the City of Santa Ana hereby finds, determines and declares as follows:

- A. Article XIII B of the Constitution of the State of California, adopted by the voters of the State of California in November 1978, imposes upon State and local government the obligation to limit each fiscal year's appropriations to those established in fiscal year 1978-79 as adjusted for inflation and population, together with other specified changes required or permitted.
- B. In June of 1990, the voters of the State of California approved Proposition 111 which amended Article XIII B to establish the limit originally calculated for fiscal year 1986-87 as a new adjustment base and to change the definition of the cost of living to be either the percentage change in California per capita personal income from the preceding year or the percentage change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local non-residential new construction.
- C. Proposition 111 further modified Article XIII B requirements by making certain capital outlay, debt service, emergency and court ordered expenditures not subject to the limit and by allowing expenditures in excess of one year's limit to be offset by underexpenditures in an immediately following year.
- D. The City of Santa Ana has opted to use as the inflation adjustment factor, the percentage change in the California per capita personal income from the preceding year.
- E. The City of Santa Ana has opted to use as the population adjustment factor, the County's percentage change in population from the preceding year.
- F. Division 9 of Title I of the Government Code of the State of California (commencing with section 7900), as enacted by 1980 Statutes, Chapter 1205, effective January 1, 1981, directs the governing body of each local

jurisdiction each year to, by resolution, establish its appropriations limit and make other necessary determinations for the following fiscal year pursuant to Article XIII B of the California Constitution at a regularly scheduled meeting or noticed special meeting. Fifteen days prior to the meeting, documentation used in the determination of the appropriations limit and other necessary determinations shall be available to the public.

- G. This matter came on before the City Council at its regularly scheduled meeting of July 7, 2008.
- H. The Executive Director, Finance and Management Services of the City of Santa Ana has determined the City's appropriation limit for fiscal year 2008-2009 in accordance with the said provisions of the Constitution and laws of the State of California and the documentation used in said determination has been available to the public since not later than June 20, 2008 in the office of the Executive Director, Finance & Management Services.

Section 2. Based upon the above referenced facts and all facts specified in the accompanying Request for Council Action and its attachments, and each of them, the appropriation limit of the City of Santa Ana for fiscal year 2008-2009 is hereby found and determined to be \$774,127,330.00.

Section 3. This Resolution shall take effect immediately upon its adoption by the City Council, and the Clerk of the Council shall attest to and certify the vote adopting this Resolution.

ADOPTED this 7th day of July, 2008.



Miguel A. Pulido
Mayor

APPROVED AS TO FORM:
Joseph W. Fletcher, City Attorney

By: Laura Sheedy
Laura Sheedy
Assistant City Attorney

AYES: Councilmembers: Alvarez, Benavides, Bustamante, Martinez, Pulido, Sarmiento, Tinajero (7)

NOES: Councilmembers: None (0)

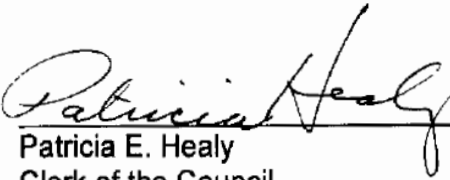
ABSTAIN: Councilmembers: None (0)

NOT PRESENT: Councilmembers: None (0)

CERTIFICATE OF ATTESTATION AND ORIGINALITY

I, PATRICIA E. HEALY, Clerk of the Council, do hereby attest to and certify the attached Resolution No. 2008-047 to be the original resolution adopted by the City Council of the City of Santa Ana on July 7, 2008.

Date: 7-10-08



Patricia E. Healy
Clerk of the Council
City of Santa Ana

NACSLB Budget Process

As part of Santa Ana’s best practice approach, the City budget is prepared to conform not only to the professional standards of the ICMA, GFOA, and CSMFO but also to NACSLB principles. The National Advisory Council on State and Local Budgeting (NACSLB) was created to provide government entities with tools to improve their budgeting processes. These budget principles are outlined below.

Principle 1: Establish Broad Goals to Guide Government Decision Making

Element 1: Assess Community Needs, Priorities, Challenges & Opportunities

Element 2: Identify Opportunities and Challenges for Government Services, Capital Assets and Management

Element 3: Develop/Disseminate Broad Goals

Principle 2: Develop Approaches to Achieve Goals

Element 4: Adopt Financial Policies

Element 5: Develop Programmatic, Operating and Capital Policies and Plans

Element 6: Develop Programs and Services consistent with Policies and Plans

Element 7: Develop Management Strategies

Principle 3: Develop a Budget Consistent with Approaches to Achieve Goals

Element 8: Develop a Process for Preparing and Adopting a Budget

Element 9: Develop and Evaluate Financial Options

Element 10: Make Choices Necessary to Adopt Budget

Principle 4: Assess Performance and Make Adjustments

Element 11: Monitor, Measure and Assess Performance

Element 12: Make Adjustments as Needed

FINANCIAL POLICIES & PRACTICES

The material in this section is based on longstanding City policies and practices, and recommendations developed by the National Advisory Council on State and Local Budgeting whose founding members include the International City and County Managers Association (ICMA), Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers (CSMFO).

FINANCIAL POLICY STATEMENTS

Financial policy statements articulate the premises of City policy on various financial transactions the City encounters in the course of its day to day operations. These policy statements are listed below by subject area.

Accounting, Auditing, & Financial Reporting Policies

- a) The accounting system will maintain the City's financial records on a basis consistent with Generally Accepted Accounting Principles (GAAP) applicable to local government.
- b) A financial report entitled *Revenue Ledger Report By Fund* will be prepared monthly to show the month's revenue activity by major types of funds.
- c) A financial report entitled *Budget Ledger Report By Fund* will be prepared monthly to show the month's expenditure activity by major types of funds.
- d) A financial report entitled *Report of Revenues and Expenditures* will be prepared at the end of each fiscal year to show details of the actual revenue received and appropriations expended by major types of funds.
- e) A financial report entitled *Comprehensive Annual Financial Report (CAFR)* will be prepared at the end of each fiscal year to account for the City's financial transactions for the year.
- f) In accordance with state law, an *Investment Report* will be prepared on a quarterly basis to account for the amounts, placements, and yields of the City's invested funds.
- g) In accordance with state law, an independent accounting firm will perform an annual audit of the financial statements of the City and will publicly issue an opinion thereon.

Budget Reserve Policies

- a) The City will maintain an equipment reserve fund and will appropriate funds to it annually to provide timely replacement of equipment.
- b) The City will maintain a satisfactory reserve to fund annual paid and committed claims in the liability and property insurance, employee group insurance, and workers compensation funds.

Capital Improvement and Asset Policies

- a) The City will make all capital improvements in accordance with an adopted capital improvement program.
- b) The City will develop a ten-year plan for capital improvements and update it annually.
- c) The City will enact an annual capital budget based on the ten-year capital improvement plan subject to available funds. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be calculated and included in capital budget projections.
- d) The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvement will be projected and included in operating budget forecasts.
- e) The City will use intergovernmental subventions to finance only those capital improvements that are consistent with the capital improvement plan and City priorities, and whose operating and maintenance costs have been included in operating budget forecasts.
- f) The City will adopt practices and procedures for capital asset acquisition, maintenance, replacement and retirement.
- g) The City will maintain all of its assets at a level adequate to protect the City's capital investments and minimize maintenance and replacement costs.
- h) The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the City Council for approval.
- i) The City will consider alternative means to finance all new capital improvement projects to determine the least costly financing method.

Debt Policies

- a) The City shall not use long-term debt for current operations.
- b) The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- c) Under City Charter provisions, the City's total general obligation bond indebtedness shall not exceed 10 percent of the total assessed value of real property.
- d) When the City finances capital projects by issuing bonds, it will repay the bonds within a period not to exceed the expected useful life of the project.
- e) The City will maintain good communications with bond rating agencies about the City's financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.
- f) Where possible, the City will use special assessment revenue, or self-supporting bonds instead of general obligation bonds.
- e) The City will maintain a budgetary control system to help City staff adhere to the budget.
- f) The City will be held accountable for assuring that department expenditures stay within budget appropriations.
- g) The City will submit quarterly reports to the City Council comparing actual revenues and expenditures to budget amounts, which will include a written analysis.
- h) All requests for City Council action which have a financial impact on the City and/or its various funds shall be reviewed and approved by the Executive Director of Finance and Management Services before such requests can be included in the City Council agenda.
- i) Requests for new and/or additional positions will only be considered during the City's annual budget process, except in those cases deemed to be of an emergency nature by the City.

Investment Policies

- a) The collection, deposit and disbursement of all funds will be appropriately scheduled to ensure the timely investment of funds and payment of expenditures.
- b) The accounting system will provide regular information concerning cash positions and investment performance.
- c) In accordance with the provisions of the City Charter, the City shall prepare an annual *Statement of Investment Policies* to be formally adopted by the City Council in each year.
- j) New positions and/or upgraded positions approved as part of the budgetary process shall be reviewed to determine the appropriateness of the assigned classification and/or salary structure.
- k) Each year, the City will update expenditure projections for the next three years to include estimated operating costs. These projections will be included in a financial forecast to be submitted to the City Council during budget review.
- l) Where possible, the City will integrate performance measurement, service level and productivity indicators in the City's published budget document.

Operating Budget Policies

- a) The City will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures, accruing future years' revenues, or rolling over short-term debt.
- b) Budgetary and accounting procedures will conform to Generally Accepted Accounting Principles (GAAP) for governmental agencies.
- c) Provisions will be made for adequate maintenance of capital plant and equipment and for their orderly replacement, within budgetary limits.
- d) The budget will provide for adequate funding of all retirement systems in accordance with contractual commitments.
- m) The City will provide a financial impact analysis of all policy initiatives, service changes, and new programs or projects.
- n) The City will provide in the budget for adequate and orderly maintenance, repair, and replacement of capital assets.
- o) The City will aggressively seek state and federal funds that are available for capital projects.
- p) Enterprise funds will remain self-supporting for operating expenses and receive no General Fund tax support.

Purchasing Policies

- a) Purchases will be made in accordance with all federal, state, and municipal requirements. If there are no specific requirements, purchases will be made in the best interest of the City.
- b) Purchases will be made in an impartial, economical, competitive, and efficient manner.
- c) Purchases will be made from the lowest priced and most responsible vendor. Qualitative factors such as vendor reputation and financial condition will be considered, as well as price.
- d) Preference will be given to purchases of like quality to vendors who maintain a place of business within the City.

Revenue Policies

- a) The City will endeavor to maintain a diversified and stable revenue system to shelter it from short-term fluctuation in any one revenue source.
- b) The City will estimate City annual revenues by an objective, conservative, analytical process.
- c) The City will annually prepare 3-year revenue projections as part of a financial forecast.
- d) The City will strive to establish user charges and fees to recover the cost of providing the services and annually recalculate the full costs of activities supported by user fees to identify the impact of inflation and other cost increases.
- e) The City will set fees and user charges for each Enterprise Fund, such as water and refuse, at a level that fully supports the total direct and indirect costs of the activity. Indirect costs will include the cost of annual depreciation of capital assets.
- f) Intergovernmental revenues will generally not exceed twenty percent (20%) of the current operating budget.
- g) Non-recurring revenues will be used only to fund non-recurring expenditures.
- h) The funds necessary to match intergovernmental grants will generally not exceed twenty percent (20%) of the current operating budget.
- i) The City will calculate the full direct costs of activities supported by user fees and consider such information when establishing user charges.

- j) The City will develop and maintain an Annual Revenue Manual that would list, describe, and track all revenue items established by the City.

FINANCIAL PRACTICES

Financial practices implement financial policy and form the City's internal control systems. This includes budget control, modified accrual basis of accounting, debt management, and risk management.

Budgetary Control

Budgetary control is maintained at the departmental level in the governmental funds, and grant funds at the project level. Hence, budgets for project funds overlap accounting periods. To facilitate reporting, project budgets will be combined along department lines for comparison purposes.

In all governmental funds, estimated purchase amounts are encumbered prior to release of purchase orders to vendors. When an encumbrance indicates insufficient funds in its budget, the purchase orders is held until appropriations are available.

Modified Accrual Basis of Accounting

This is an accounting concept that is described further in the next section on basis of accounting and budget. In its pure form, the cash or accrual basis are the two possible options. In actual practice, a modified form of these two options are used by many accounting entities.

The City of Santa Ana prepares its budget on a modified accrual basis. The process varies from generally accepted accounting principles because the City's financial system treats encumbrances as budgeted expenditures in the year the commitment to purchase was made.

Encumbrances outstanding at year end are reported as reserved fund balances since they are not expenditures nor liabilities. All appropriations lapse at fiscal year end--which means the authority to spend the money for that certain purpose has expired. Fund balances may be encumbered to be used at some future date.

Expenditures may not legally exceed appropriations at the departmental level in the Governmental Fund types. Grant funds, special revenue funds, and capital funds are maintained according to the specific requirements of the project and may have different accounting treatments. Budget amendments may be made in the appropriations adjustment process.

DEBT MANAGEMENT SCHEDULE FY2008-2009

Table 1-9

OBLIGATIONS		FY 08-09	FY09-10	FY10-11	FY11-12	FY12-13
Capitalized Leases						
GF	Civic Center Parking Project - All Points Lease	679,822	679,822	679,822	679,822	679,822
ISF	ERP System - Sun Trust Leasing Corp	1,098,141	1,098,141	1,098,141	1,098,141	1,098,141
Various	Energy Conservation	338,717	338,718	338,718	338,718	338,718
TOTAL		2,116,680	2,116,681	2,116,681	2,116,681	2,116,681
Long-Term Debt Service						
GF	Police Administration & Holding Facility	9,070,901	9,042,501	9,024,751	8,989,326	8,988,101
RDA	Tax Allocation Bonds-1989 Series A (Inter-City)	738,687	739,582	738,663	740,750	740,663
RDA	Tax Allocation Bonds-1989 Series B (Central City)	5,767,997	5,766,984	5,769,413	5,768,850	5,770,663
RDA	Tax Allocation Bonds-1989 Series C (South Harbor)	1,262,219	1,260,531	1,260,763	1,257,731	1,261,075
RDA	Tax Allocation Bonds-1989 Series E (Main Place)	1,763,945	1,767,350	1,770,945	1,774,345	1,782,195
RDA	Refunding Bonds-1998 Series A (Central City/South Harbor)	5,164,025	5,154,950	5,147,250	5,151,875	5,148,875
RDA	Refunding Revenue Bonds-1998 Series B (Central City)	924,615	922,581	924,138	924,156	922,638
RDA	Refunding Revenue Bonds-1998 Series C (Inter City)	663,748	664,945	664,728	663,055	660,105
RDA	Refunding Revenue Bonds-1998 Series D (Main Place)	1,564,045	1,565,224	1,568,041	1,572,375	1,582,723
RDA	Tax Allocation Bonds-2003 Series A - (South Main)	1,273,822	1,271,185	1,271,298	1,274,566	1,271,260
RDA	Tax Allocation Refunding Bonds-2003 Series B	2,889,197	2,887,163	2,894,200	2,890,750	2,893,750
Enterprise	Water Notes - OCWD Wells 35, 37, and 38	199,870	199,870	199,870	199,870	199,870
Enterprise	Water Revenue Bonds Series 2004	1,518,650	1,518,169	1,517,657	1,519,472	1,518,431
Various	Certificates of Participation-1998 City Hall Expansion	784,648	784,790	783,628	786,943	784,435
RDA	Refunding COP 2003 Series A - Parking fund	1,244,513	1,332,313	1,421,063	1,533,663	1,662,913
RDA	Phillip Hutton Project COP 2002	368,577	367,473	367,844	368,627	183,780
PWA	2007 Local Street Improvement Fund	3,082,781	3,082,781	4,185,281	4,184,381	4,184,081
TOTAL		38,282,240	38,328,392	39,509,529	39,600,734	39,555,556

Note: The City of Santa Ana has no general obligation debt at this time.

DEBT MANAGEMENT

Local governments typically get into debt to finance non-operating items such as the construction costs of capital projects in their annual budget. Prudent debt management requires these capital investments in City infrastructure improvements, public buildings, and other facilities to be scheduled properly so as not to overload the City's debt service ability. For example, bond issues are carefully sized, structured, and timed for the most opportune entry into financial markets.

Table 1-9 Five-Year Debt Management Schedule shows the City's long-term debt obligations. Projected payments for the long-term debt obligations are discussed in the respective sections below.

Debt management is a strategic issue because capital budgets tend to be larger than operating budgets. The City's debt management strategy is to balance sources of debt funding, constrain bonded indebtedness, and support needed investment in capital facilities so that Santa Ana remains a desirable location for residence, employment, and investment. The question of what constitutes a debt to the City needs to be clarified.

Under the City Charter (the City's equivalent of a constitution), the City's constitutional debt limit shall not exceed 10 percent of the total assessed value of real property located in Santa Ana. As of June 30, 2008, the debt limit as shown on (Table 1-10) was set at \$529.6 million.

The term "constitutional" means the debt is a general obligation of the City under the charter to be repaid from taxes or revenue from general operations (e.g., a general obligation bond). Currently, the City has no constitutional debt in part because the City Manager and City Council have committed to take no fiscal action that would be detrimental to the City's favorable credit ratings in national bond markets. Favorable ratings save the City money by decreasing the City's interest expenses and other borrowing costs.

Although the City does not have any constitutional debt that impacts its debt limit, the City does have other debt obligations that impact its cash flow and that need to be paid. These include capitalized leases and long-term debt service bonds such as tax allocation bonds, certificates of participation, and other debt as listed in Table 1-9 above. These are individually described in detail as follow.

**COMPUTATION OF DEBT LIMIT
For Fiscal Year Ending June 30, 2008
Table 1-10**

Assessed Valuation	\$ 21,184,116,312
Debt Limit - 2.5% of Assessed Valuation*	\$ 529,602,908
Less: General Obligation Bonds Outstanding	\$ -
Legal Debt Limit	\$ 529,602,908

*This equates to the 10% authorized by the Santa Ana Charter prior to the Assessor's change in assessed value basis from 25% to 100% of full cash value in FY 81-82.

Tax Allocation Bonds

The 1989 and 2003 Tax Allocation Bonds are special obligations incurred by the Santa Ana Redevelopment Agency. Each series of bonds is secured by pledged revenues consisting of a portion of the taxes levied upon all taxable property within the redevelopment project area that relates to that bond series. Except for the pledged revenues, no funds or properties of the Redevelopment Agency shall be pledged to pay the principal or interest of the bonds. These Tax Allocation Bonds are not considered a constitutional debt of the City and therefore do not impinge on the City's legal debt limit.

Certificates of Participation

The Certificates of Participation (COP) for parking facilities and the Regional Transportation Center created an obligation for the City to lease the facilities from the Redevelopment Agency. As is typical in COP financing, the lessor assigns title of the leased asset to a trustee that holds the title in trust for the protection of the investors who bought and hold the certificates. A payment schedule sets due dates and payable amounts to cover COP principal and interest. The lease payment is not an obligation for the City to levy or pledge any form of taxation; hence a COP is not a constitutional debt and does not reduce the City's legal debt limit.

Police Administration & Holding Facility Lease Revenue Bonds

Lease revenue bonds were issued to finance the construction of the Police Administration and Holding Facility. This is a limited-liability revenue bond issue not backed by the taxing power of the City and whose debt service can only be paid with restricted revenues or user fees. Typically, these types of revenue bonds finance facilities that are leased under contract to a local government, which pays rent sufficient to service the debt. These bonds are not

included in the debt limit and often do not require voter approval.

Debt Impact on Current and Future Operations

Police Facility Lease Revenue Bond debt has been structured to minimize the payment impact on the General Fund. No other outstanding long-term debt has any direct impact on General Fund operating costs. Capitalized leases are recorded as liabilities in the Long-Term Debt Account Group and the Proprietary Fund Types at the present value of the remaining minimum lease payments. Leases accounted for under the operating method, such as vehicle leases, are expensed or expensed as incurred.

RISK MANAGEMENT

The City has a comprehensive risk management program which operates as an Internal Service Fund that buys insurance coverage to protect the City against various loss related to torts, theft, damage to and destruction of assets, natural disasters; and errors and omissions. The City's insurance coverage consists of self-insurance and outside insurance.

Self-Insurance

This first tier includes workers' compensation up to \$500,000 per occurrence and liability up to \$1 million per occurrence. Santa Ana's liability and workers' compensation programs are in-house operations staffed by City employees. This staff determines the total loss dollar amounts and reserve requirements for both types of claims. City Council approval is required to pay liability claims over \$5,000 and workers' compensation claims over \$10,000.

Outside Insurance

The second tier involves commercial insurance from outside providers. This includes the Public Entity Property Insurance Program (PEPIP) to cover damage to insured City property, and the Big Independent City Excess Pool (BICEP) to cover liability and workers' compensation claims whose amounts exceed the City's self-insurance dollar limits. BICEP insurance pays for liability losses valued between \$1 million to \$102 million, and for workers' compensation losses from \$500,000 to whatever the California statutes state is payable.

Financing Risk Management

All City funds participate in the Risk Management program and pay into the Self-Insurance Internal Service Fund. Liability and workers' compensation charges are based on actuarial estimates. Health and externally insured dental program charges are based on estimated premiums the HMO or contracted carrier will bill the City. Self-funded dental charges are based on estimates of prior and current claims.

FUND ACCOUNTING STRUCTURE

All funds established by a government entity must be classified in one of seven "fund types" for financial reporting purposes (Exhibit 1-1) and to aggregate entity activities or objectives in accordance with special regulations and restrictions.

Governmental Type

This is the largest of the City's three fund types and consists of the following:

General Fund - is the City's primary operating fund. Revenue not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund which includes sales taxes, property taxes, user charges, and other miscellaneous revenues.

Special Revenue Funds - account for proceeds from specific revenue sources (other than trusts or major capital projects) restricted to specific expenditures purposes. The Housing Authority general fund is a special revenue fund but for presentation purposes is shown in the Community Development Section.

Capital Funds - account for monies used to acquire or construct major capital facilities (other than those funded by proprietary or trust funds). Redevelopment Agency capital funds are shown for presentation purposes in the Community Development Section.

Debt Service Funds - account for funds to pay principal and interest on general long-term debt. Community redevelopment debt is paid out of tax increment accounts per state redevelopment law.

Proprietary Fund Type

Proprietary funds are cost-allocation devices to account for certain "proprietary" services whose cost may be recovered through user charges or reimbursements. Enterprise funds and internal funds are examples.

Enterprise Funds – account for funds in which the services are financed and operated similarly to those of a private business. Rate charges are set to recover the costs of providing the services.

Internal Service Funds - account for the costs of goods or services provided by one City department to another for cost allocation and cost reimbursement purposes.

Fiduciary Fund Type

This fund type accounts for assets held by the City in a trustee capacity or as an agent on behalf of others. Trust funds account for assets held by the City under the terms of formal trust agreements.

Agency Funds - are custodial in nature and do not present results of operations or have a measurement focus. Given

the nature of these funds, they have not been included in the City's budget document.

Account Groups

Account groups are not funds but lists of City assets and liabilities that would not otherwise be reported, due to the modified accrual basis of accounting.

General Fixed Assets Group –maintains control and cost information on capital assets owned by the City other than those accounted for in Proprietary Funds.

General Long-term Debt Group - accounts for unmatured long-term indebtedness of the City; includes tax allocation bonds, capitalized lease obligations, and employees' compensated absences.

BASIS OF ACCOUNTING & BUDGET

Basis of accounting and budget refers to the concept of recognizing the time a transaction has occurred for the purpose of recording that transaction

The City uses the modified accrual basis in budgeting Governmental and Agency funds. This means that revenues are recognized when they become both measurable and available to finance expenditures of the current period. Accrued revenues include sales taxes, property taxes, and earnings on investments. Grant funds earned but not received are recorded as receivables and revenues, and grant funds received that have not met recognition criteria are reported as deferred revenues. Expenditures are recorded when the liability is incurred, except that unmatured principal and interest on general long-term debt are recorded when due.

The basis of accounting used by the City for governmental fund types is modified accrual. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectable within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred. However, debt service expenditures, as well as expenditures related to compensation absences, claims and judgments are recorded only when payment is due.

The City's Proprietary Funds include Enterprise and Internal funds and used the full accrual basis for both accounting and budgeting. Revenues are recognized when earned, and expenses when the liability is incurred. Unbilled water utility, refuse collection, sanitation, and water utility user tax revenues are accrued at year end.

Fiduciary Funds are treated according to the nature of the fund. The City has only Agency Funds which are custodial in nature (assets equal liabilities) and do not measure results of operations. Assets and liabilities are accounted for on a modified accrual basis.

FUND ACCOUNTING STRUCTURE
Exhibit 1-1

Government Fund Type

General Fund

City Manager
 City Attorney
 Clerk of the Council
 Personnel Services
 Finance & Management Services
 Library Services
 Bowers Museum Corporation
 Parks, Recreation, & Community Services
 Fire Department
 Police Department
 Planning & Building Agency
 Public Works Agency

Special Revenue Funds

Inmate Welfare Fund
 Police Special Revenue
 Traffic & Safety
 Criminal Activities
 Special Gas Tax
 Air Quality
 Civic Center Authority
 Centennial Park
 Urban Areas Security Initiative Grant
 Metropolitan Medical Response System
 Office of Traffic & Safety Grant
 Families & Communities Together Program
 Residential Street Improvement

Capital Funds

Measure M
 Transportation Area Funds
 Capital Outlay Fund
 Sewer Connection Project
 Select Street Construction
 Traffic System Management
 OTS—Pedestrian Safety
 Recreation Grant Fund
 Drainage Assessment
 Park Acquisition & Development
 Police Building Debt Service Fund
 Traffic Congestion Relief Fund

Debt Service Funds

Account for payment of principal and interest on general long-term debt.

Fiduciary Fund Type

Agency Funds

Custodial in nature and do not present results or measurements of operations. Given the nature of these funds, they have not been included in the budget document.

Proprietary Fund Type

Enterprise Funds

Parking Enterprise
 Sanitary Sewer Fund
 Federal Clean Water Protection
 Water Enterprise
 The Depot/Regional Transportation Center
 Sanitation Enterprise
 Refuse Collection

Internal Service Funds

Central Services
 Building Maintenance
 Fleet Services
 Stores & Property Control
 Communication Services
 Information Services Strategic Plan
 Equipment Replacement
 Risk Management
 Employee Group Benefits
 Liability & Property
 Workers Compensation
 City Yard
 Public Works Engineering Services
 Quality & Management Training
 Public Works Administrative Services

Account Groups

Account Groups are technically not funds but lists of assets and liabilities that would not be otherwise reported due to the modified accrual basis of accounting.

General Fixed Assets

Account for Non-Propriety Fund assets

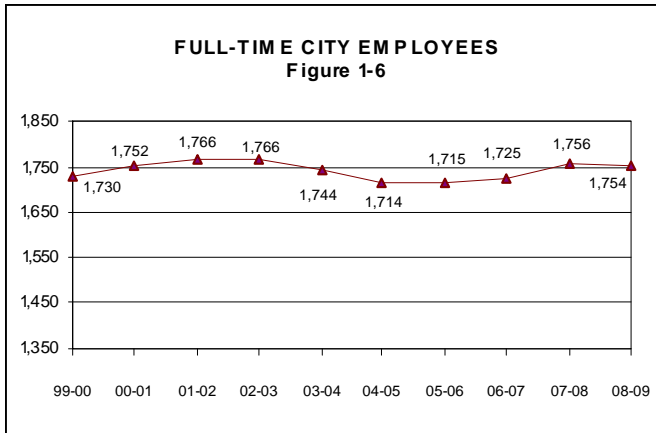
General Long-Term Debt

Account for unmatured long-term debt

**PROFESSIONAL
MANAGEMENT**

Workforce Efficiency

Over the past decade, the City has strengthened its organization and improved its delivery system by reducing the scope of services, identifying services to contract out, implementing process improvements, and reducing the workforce. Together, these measures have led to operational innovations that have reaped regional and national awards and a new customer service orientation that has enabled the City to increase its workforce efficiency.



The City reduced its full-time employee workforce by over 130 positions between FY 87-88 and FY 97-98. However, this reduction was partially offset by the creation of 126 positions to operate and support the new Police Administration and Holding Facility. Figure 1-6 shows the number of full-time employees over the last ten years, with 1,754 full-time employees for FY 08-09. The number of positions by department and division over the last five years are shown in Table 1-13 Authorized Full-time Positions in the following pages.

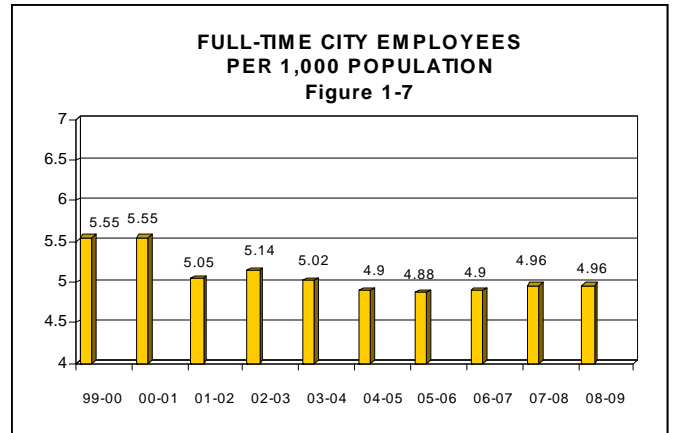
By focusing resources on essential services, the City has significantly reduced the ratio of full-time employees per 1,000 population. Figure 1-7 shows the ratio of full-time employees per 1,000 population dropped from 5.55 in FY 99-00 and 5.55 in FY 00-01 to 4.96 in FY 08-09 respectively. The additional staff to operate the new detention facility program and implement the Citywide Information Services Strategic Plan contributed to higher ratios during FY 99-00 and FY 00-01.

Santa Ana ranked as one of the most efficient cities in terms of the least number of full-time city employees per capita, based on the City's FY 08-09 survey of California's ten largest cities and Orange County's seven largest cities. To provide a more direct comparison, the number of full-time employees of surveyed cities was adjusted by eliminating services and functions not provided by Santa Ana.

Among California's ten largest cities, Santa Ana ranked first in FY 08-09 (Table 1-11), and ranked third, in comparison to the seven largest cities in Orange County (Table 1-12).

Total Quality Service

In 1988, Santa Ana started the Total Quality Service program as a management approach to focus the City's direction on continuous process improvement. This program supports the City's stated purpose to provide quality service to enhance the safety, livability and prosperity of our community. Every City of Santa Ana employee has undergone or is scheduled to undergo TQS training.



Individuals at every level of the City organization participate in many types of teams. The use of teams is emphasized in TQS for their synergistic effects. In a team, every one has a voice and contributes to process improvement. The synergy is unleashed through the exchanges and alliances created when diverse teams share common goals, methods, information, practices and commitment to improve their respective operations and enhance the services the City provides.

Exceptional Quality Service Award

The annual Exceptional Quality Service Award (EQSA) ceremony is a peer recognition program that honors teams and individuals whose job performance goes beyond job expectations. Recognition is given in a variety of categories that include project completion, process improvements, acts of kindness and humanity, and community or volunteer service. By honoring these achievements, the City authenticates its expressed organizational principle that values the constant search for ways to provide exceptional quality service.

EQSA is also a rare opportunity for peers, superiors, family, and the public to recognize recipients for their accomplishments. The awards ceremony is a forum that enables the City's administrators to validate and reinforce Santa Ana's commitment to quality service.

Public Business Management & Advanced Leadership Development

The City’s Public Business Management & Advanced Leadership Program may be the most comprehensive executive management and supervisory training program in the state. The program goal is to develop managers and supervisors who will lead the state of California in quality performance.

The Public Business program instructors are a combination of internal (City) staff experts and outside (contract) consultants specializing in executive development. The program provides participants with comprehensive knowledge on legal, administrative, financial, employment, and management skills and theories. The program focuses on customer orientation, teamwork, continuous improvement, fact-based and ethic-based decision making.

Effective leadership development is the focus of the advanced portion of the program. Its goal is to teach individuals to identify long-range goals consistent with social, political, legal, and practical realities.

Key aspects of the program include entrepreneurial government, strategic planning, critical thinking, risk taking, maximizing human potential, budgeting, financial forecasting, and behavior modification. The goal is to instill managerial principles designed to move the corporate culture towards maximizing the application and benefits of its organizational philosophy of total quality service.

In FY 1995-96, the City received the “Management Development Award” from the American Society of Training and Development for its Public Business Management and Advanced Leadership Development training programs. In FY 96-97, the program was expanded to provide non-

supervisory personnel with an understanding and appreciation of the theories, concepts, and practices commonly used in the public sector.

The Public Business Academy was featured as the cover story of the February 1997 issue of Western Cities Magazine.

Employment Outreach Program

Serving the needs of a culturally diverse community has prompted Santa Ana to develop an Employment Outreach Program to pursue a workforce representative of the City’s ethnic and gender makeup. This program supports the City’s goal to recruit and retain a diverse and highly skilled workforce. The City continually assesses its progress toward diversity by agency, department, job category, and job classification.

Departments decide outreach priorities for selected jobs through their annual employment outreach plans. In the selection process, only qualified applicants are considered. The success of the program rests with the department heads.

Accountability was, consequently, a key element within each department head’s performance appraisal. These diversity enhancement efforts work in concert with merit employment concepts. The emphasis is placed on expanding the applicant pool through creative outreach efforts.

The standards that ensure selection of highly skilled employees are rigorously enforced. This program serves as a model approach to workforce diversity. The City’s efforts to recruit a highly skilled and diverse workforce have been successful.

(Continued on page 35)

**WORKFORCE STUDY FY 08-09
10 LARGEST CALIFORNIA CITIES**
Table 1-11

CITY	Adjusted FTE (1)	POPULATION (2)	Adjusted FTE Per 1,000 Population
Santa Ana	1,754	353,184	4.96
Anaheim	1,894	346,823	5.46
San Jose	6,953	989,496	7.03
Fresno	3,656	486,116	7.52
San Diego	10,660	1,336,865	7.97
Los Angeles	36,806	4,045,873	9.10
Long Beach	4,580	492,642	9.30
Oakland	4,446	420,183	10.58
Sacramento	5,089	475,743	10.70
San Francisco	11,043	824,525	13.39

Notes:
 (1) Full-Time Equivalents (FTEs) exclude part-time or non-permanent positions. Adjusted FTE data represent total number of FTEs authorized in each respective city’s FY 08-09 adopted budget, as provided by the city budget staff, less total number of FTEs in programs/positions that have no Santa Ana equivalent (e.g., marina/marine safety officers).
 (2) Jan - 2008 Cities Population Estimates, California Department of Finance

**WORKFORCE STUDY FY 08-09
7 LARGEST ORANGE COUNTY CITIES**
Table 1-12

CITY	FTE (1)	POPULATION (2)	Adjusted FTP Per 1,000 Population
Irvine	783	209,806	3.73
Garden Grove	685	173,067	3.96
Santa Ana	1,754	353,184	4.96
Fullerton	715	137,437	5.20
Anaheim	1,894	346,823	5.46
Huntington Beach	1,143	201,993	5.66
Orange	789	140,849	5.60

Notes:
 (1) Full-Time Equivalent (FTEs) exclude part-time or non-permanent positions. Adjusted FTE data represent total number of FTEs authorized in each respective city’s FY 08-09 adopted budget, as provided by the city budget staff, less total number of FTEs in programs/positions that have no Santa Ana equivalent (e.g., marina/marine safety officers).
 (2) Jan - 2008 Cities Population Estimates, California Department of Finance

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 03-04	ACTUAL FY04-05	ACTUAL FY05-06	ACTUAL FY06-07	ACTUAL FY07-08	ADOPTED FY08-09
POLICE DEPARTMENT						
11-331 Office of the Chief	11.00	9.00	9.00	9.00	9.00	9.00
11-332 Human Resources	8.00	8.00	7.00	8.00	9.00	9.00
11-333 Traffic	36.00	35.00	38.00	37.00	42.00	42.00
11-334 Training Services	12.00	12.00	12.00	13.00	13.00	13.00
11-335 Professional Standards	7.00	6.00	6.00	5.00	5.00	5.00
11-337 Field Operations	255.00	258.00	258.00	238.00	225.00	225.00
11-338 Information Systems	13.00	14.00	14.00	13.00	15.00	15.00
11-339 Animal Services	5.00	5.00	5.00	5.00	5.00	5.00
11-340 District Investigations	35.00	35.00	35.00	39.00	31.00	31.00
11-341 Crimes Against Persons	40.00	37.00	37.00	36.00	53.00	53.00
11-342 Special Investigations	17.00	17.00	17.00	27.00	33.00	33.00
11-343 Property & Evidence	12.00	12.00	12.00	12.00	14.00	14.00
11-344 Forensic Services	16.00	16.00	16.00	16.00	17.00	17.00
11-345 Records Services	36.00	36.00	36.00	36.00	36.00	36.00
11-346 Communications	41.00	40.00	40.00	44.00	44.00	44.00
11-347 Crime Prevention & Vice	8.00	8.00	5.00	5.00	7.00	7.00
11-348 Fiscal & Budget	5.00	5.00	5.00	5.00	7.00	7.00
11-349 Jail Operations	122.00	122.00	123.00	123.00	124.00	124.00
11-353 Homeland Security & Crime Prevention	0.00	0.00	0.00	4.00	5.00	5.00
11-352 Regional Narcotics Suppression	10.00	10.00	10.00	10.00	5.00	5.00
24-333 Police Activity League	0.00	0.00	0.00	0.00	2.00	2.00
155-350 OCJP-Domestic Violence Grant	0.00	0.00	0.00	0.00	0.00	0.00
165-336 OTS-Traffic Offender Program	1.00	1.00	1.00	1.00	1.00	1.00
165-337 OTS-O.C. DUI Taskforce Grant	0.00	0.00	0.00	0.00	0.00	0.00
74-244 Civic Center Security	8.00	8.00	8.00	8.00	8.00	8.00
Total	698.00	694.00	694.00	694.00	710.00	710.00
FIRE DEPARTMENT						
11-323 Fire Suppression/EMS	245.00	239.00	233.00	237.00	241.00	241.00
11-324 Fire Information Technology	0.00	0.00	0.00	3.00	3.00	3.00
11-321 Prevention	10.00	10.00	13.00	12.00	12.00	12.00
11-322 Fire Communications	9.00	9.00	11.00	9.00	9.00	9.00
11-320 Office of the Fire Chief	9.00	9.00	8.00	8.00	4.00	4.00
11-325 Fire Training/Reserves	5.00	5.00	6.00	6.00	5.00	5.00
11-327 Fire Maintenance	3.00	3.00	5.00	5.00	5.00	5.00
11-328 Fire Fiscal & Budget	0.00	0.00	0.00	0.00	4.00	4.00
Total	281.00	275.00	276.00	280.00	283.00	283.00
PUBLIC WORKS AGENCY						
101-601 Administrative Services	22.00	22.00	22.00	22.00	24.00	24.00
101-611 Development Engineering	6.50	8.25	7.70	7.50	7.50	7.75
11-623 Roadway Markings & Signs	6.50	5.00	5.00	5.00	7.00	7.00
29-631 Roadway Maintenance	0.00	0.00	0.00	0.00	3.00	9.00
11-631 Roadway Maintenance	0.00	9.00	9.00	9.00	9.00	0.00
108-631 Roadway Maintenance	10.50	0.00	0.00	0.00	0.00	0.00
56-575 Sanitary Sewer Services	11.75	12.95	13.95	15.20	15.70	15.70
57-635 Federal Clean Water Protection	5.65	5.15	6.20	12.40	12.90	7.20
64-574 Water Production & Supply	9.50	9.20	9.20	9.00	10.00	10.00
64-575 Water Systems Maintenance	7.75	8.50	18.50	17.00	16.00	16.00
64-577 Water Asphalt Maintenance	0.00	5.50	5.50	0.00	0.00	0.00
64-578 Water Quality & Measure.	8.00	7.10	7.10	8.30	8.30	8.30
64-579 Water Admin. & Engin.	4.25	4.25	4.25	5.00	5.00	5.00
66-578 Water Construction	14.50	10.00	0.00	0.00	0.00	0.00

ACTIVITY DEPARTMENT & DIVISION	ACTUAL FY 03-04	ACTUAL FY04-05	ACTUAL FY05-06	ACTUAL FY06-07	ACTUAL FY07-08	ADOPTED FY08-09
PUBLIC WORKS AGENCY-Continued						
68-632 Environmental Sanitation	13.25	17.75	15.50	17.50	3.00	1.50
68-633 Roadway Cleaning	21.00	18.00	18.00	15.00	16.00	20.00
68-634 Graffiti Abatement	0.00	0.00	0.00	0.00	10.50	12.00
68-637 Street Trees	11.00	12.00	12.00	11.00	12.00	12.00
69-521 Refuse Collection	1.75	1.75	2.00	2.00	2.00	3.00
86-613 Trans. Plan. & Proj. Mgmt.	4.50	3.50	2.55	2.55	2.55	2.55
86-621 Traffic Engineering	12.75	12.50	12.10	12.10	13.10	13.10
86-651 Construction Engineering	15.25	15.25	15.25	15.25	15.25	16.25
86-653 Design Engineering	11.60	10.35	12.20	12.20	12.20	14.65
Total	198.00	198.00	198.00	198.00	205.00	205.00
FINANCE & MANAGEMENT SERVICES						
75-111 Fleet Maintenance	27.43	27.46	27.46	27.46	27.43	27.43
11-175 Treasury/Customer Services	24.00	25.00	25.00	26.10	26.10	26.10
73-105 Building Maintenance	20.15	20.18	20.18	20.18	22.20	22.20
11-179 Information Services	13.50	12.75	11.75	11.85	11.80	9.30
11-171 Accounting	12.00	11.00	11.00	9.60	11.35	11.35
11-172 Payroll	0.00	0.00	0.00	0.00	4.22	4.22
11-173 Purchasing	11.43	10.43	10.43	10.53	10.03	10.03
71-176 Central Services	5.22	5.42	5.42	5.42	4.42	4.42
11-170 Management & Support	8.17	6.68	6.68	7.78	4.15	4.15
75-112 Stores & Property Control	3.03	3.03	3.03	3.03	3.03	3.03
102-171 Communications Services	3.57	3.67	3.67	3.67	3.67	4.17
31-141 AQMD	0.25	0.25	0.25	0.25	0.25	0.25
109-Var Information Services Strategic Plan	7.25	9.13	10.13	11.13	14.35	14.35
Total	136.00	135.00	135.00	137.00	143.00	141.00
PARKS, RECREATION & COMMUNITY SERVICES						
11-231 Mgmnt. & Support Services	7.00	7.00	14.00	15.00	16.00	16.00
11-232 Community Affairs	7.00	6.00	8.00	8.00	9.00	9.00
11-244 Stadium	1.25	1.25	1.00	1.00	1.00	1.00
11-247 Zoo	20.00	20.00	20.00	16.00	18.00	18.00
11-249 Park Planning & Design	4.00	5.00	0.00	0.00	0.00	0.00
11-250 Park Maintenance	0.00	34.50	32.75	39.25	37.00	37.00
11-260 Park Building Services	0.75	0.75	0.75	0.75	0.00	0.00
108-250 Park Maintenance	42.50	0.00	0.00	0.00	0.00	0.00
11-251 Park Ranger Program	5.00	5.00	5.00	6.00	2.00	2.00
11-275 Youth & Comm. Services	16.00	15.00	14.00	16.00	16.00	16.00
74-242 Civic Center Maintenance	11.25	9.25	9.00	9.00	9.00	9.00
77-284 Centennial Regional Park	5.25	5.25	4.50	0.00	0.00	0.00
Total	120.00	109.00	109.00	111.00	108.00	108.00
PLANNING & BUILDING AGENCY						
11-503 Administrative Services	8.00	8.00	8.00	8.00	8.00	8.00
11-505 Planning Division	24.50	23.50	23.60	23.60	23.68	23.68
11-507 New Construction	25.00	24.00	24.00	24.00	24.00	24.00
11-508 Permits & Plan Check	14.00	14.00	15.00	15.00	15.00	15.00
11-509 Comm. Preservation	31.00	29.00	29.00	31.00	31.00	31.00
11-510 Proactive Rental Enf.Pgrm.	7.00	7.00	7.00	7.00	7.00	7.00
31-505 Air Quality Improvement	1.50	1.50	1.40	1.40	1.32	1.32
Total	111.00	107.00	108.00	110.00	110.00	110.00

ACTIVITY DEPARTMENT & DIVISION		ACTUAL FY 03-04	ACTUAL FY04-05	ACTUAL FY05-06	ACTUAL FY06-07	ACTUAL FY07-08	ADOPTED FY08-09
COMMUNITY DEVELOPMENT AGENCY							
Various	Housing	37.50	37.50	21.15	20.45	19.55	19.55
027-013	Parking Meter	7.00	9.00	10.05	9.75	9.75	9.75
570-Var	Redevelopment	5.50	5.50	5.45	3.50	3.80	3.80
550-935	Administrative Services	8.35	9.35	9.35	10.10	10.85	10.85
550-932	Economic Development	6.50	6.50	6.10	9.10	10.10	10.10
Various	Econ. Dev. - Special Projects	0.00	0.00	5.20	5.53	4.11	4.11
135-Var	CDBG/ESG	2.05	2.05	3.45	3.15	3.15	3.15
067-615	The Depot	1.50	0.50	0.50	0.00	0.00	0.00
129-Var	Empowerment Zone	0.64	0.64	5.95	4.95	2.80	2.80
129-Var	FEZ Service Navigator SAWC	0.00	0.00	0.00	4.60	2.75	2.75
123-Var	One Stop Program	9.55	9.55	17.87	15.94	19.14	19.14
123-102	One Stop Administration	2.36	2.36	0.00	0.00	0.00	0.00
123-105	WIA Youth	0.75	0.75	0.00	0.00	0.00	0.00
123-106	Rapid Response	1.40	1.40	0.00	0.00	0.00	0.00
123-110	WIB Administration	3.45	3.45	0.00	0.00	0.00	0.00
123-Var	WIB Program	2.40	2.40	6.93	4.93	4.00	4.00
Various	Welfare to Work	0.80	0.80	0.00	0.00	0.00	0.00
132-893	SSA Summer Youth Administration	0.40	0.40	0.00	0.00	0.00	0.00
504-935	Administrative Services (H.S.A.)	0.85	0.85	0.00	0.00	0.00	0.00
Total		91.00	93.00	92.00	92.00	90.00	90.00
LIBRARY SERVICES							
11-212	Adult Program	13.00	11.00	11.00	11.00	13.00	13.00
11-213	Youth Program	5.00	7.00	11.00	10.00	11.00	11.00
11-214	Admin. & Support Services	13.00	14.00	5.00	5.00	6.00	6.00
11-215	Outreach Library	10.00	5.00	0.00	0.00	0.00	0.00
11-216	Technology & Support Services	0.00	0.00	10.00	11.00	9.00	9.00
Total		41.00	37.00	37.00	37.00	39.00	39.00
PERSONNEL SERVICES							
11-141	Personnel Services	12.55	12.15	12.10	12.16	13.55	13.55
109-179	Info. Svcs. Strategic Plan	2.00	1.00	1.00	1.00	0.85	0.85
82-178	Workers' Compensation	6.80	6.80	7.80	7.80	7.80	7.80
81-177	Employee Group Benefits	6.35	6.15	6.15	6.15	6.15	6.15
80-180	Liability & Property	3.80	3.80	3.80	3.80	3.80	3.80
88-141	Quality Service Training	2.25	2.25	1.30	1.24	0.00	0.00
31-141	Air Quality Fund	1.25	0.85	0.85	0.85	1.85	1.85
Total		35.00	33.00	33.00	33.00	34.00	34.00
CITY ATTORNEY'S OFFICE							
11-031	City Attorney	13.50	17.50	17.50	17.50	17.50	17.50
80-180	Liability	3.00	0.00	0.00	0.00	1.00	1.00
135	Community Preservation	1.00	0.00	0.00	0.00	0.00	0.00
11-335	Office of the Police Chief	0.50	0.50	0.50	0.50	0.50	0.50
Total		18.00	18.00	18.00	18.00	19.00	19.00
CITY MANAGER'S OFFICE							
11-009	City Manager	4.09	3.23	3.23	3.42	4.50	4.50
11-023	Council Services	5.50	4.50	4.50	5.50	5.50	5.50
11-503	PBA Admin. Services	0.00	0.86	0.86	0.00	0.00	0.00
505-930	Non-Divisional	1.41	1.41	1.41	1.08	0.00	0.00
Total		11.00	10.00	10.00	10.00	10.00	10.00

ACTIVITY DEPARTMENT & DIVISION		ACTUAL FY 03-04	ACTUAL FY04-05	ACTUAL FY05-06	ACTUAL FY06-07	ACTUAL FY07-08	ADOPTED FY08-09
CLERK OF THE COUNCIL'S OFFICE							
11-021	Clerk Administration	4.00	5.00	5.00	5.00	5.00	5.00
Total		4.00	5.00	5.00	5.00	5.00	5.00
TOTAL FULL-TIME POSITIONS		1,744.00	1,714.00	1,715.00	1,725.00	1,756.00	1,754.00
Per 1,000 Population		5.02	4.90	4.88	4.90	4.97	4.96
Population		347237	349454	351697	351697	353428	353428
 <i>Note :</i> Actual personnel counts are based on calculations which may differ from the year's Adopted personnel counts.							
 In line with the purpose, vision and goals of the City of Santa Ana, public safety remains the highest priority for the city as indicated by the 56.7 percent share of the total city workforce.							
 <i>Note:</i> Actual personnel counts are based on year-end calculations which may differ from the year's Adopted personnel counts.							
GRANT POSITIONS*							
POLICE DEPARTMENT							
23-349	Inmate Welfare Fund	1.00	1.00	1.00	1.00	1.00	1.00
26-340	Criminal Activities	3.00	3.00	3.00	3.00	3.00	3.00
125-331	Urban Areas Security Initiative Grant	0.00	2.00	3.00	3.00	3.00	4.00
Total		4.00	6.00	7.00	7.00	7.00	8.00
FIRE DEPARTMENT							
125-320	Urban Areas Security Initiative Grant	0.00	0.00	0.20	0.20	0.00	0.00
146-323	Metropolitan Medical Response System	1.00	1.00	0.80	0.80	0.00	0.00
Total		1.00	1.00	1.00	1.00	0.00	0.00
PARKS, RECREATION & COMMUNITY SERVICES							
126-var	Weed & Seed	1.00	0.00	0.00	0.00	0.00	0.00
169-261	Answer Benefiting Children Program	2.00	0.00	0.00	0.00	0.00	0.00
169-266	FaCT Program	0.00	3.00	3.00	2.00	2.00	2.00
Total		3.00	3.00	3.00	2.00	2.00	2.00
COMMUNITY DEVELOPMENT AGENCY							
various	Housing Authority/EZ/WIA	22.00	22.00	22.00	22.00	22.00	22.00
Total Grant Funded Positions		30.00	32.00	33.00	32.00	31.00	32.00
Total All Funds & Grants		1,774.00	1,746.00	1,748.00	1,757.00	1,787.00	1,786.00

*Grant funded positions are listed separately due to the uncertainty of future funding for these positions. When funding discontinues, the positions are eliminated

Santa Ana is meeting its objective of having a workforce that is more reflective of the community it serves.

As a result, over 83 percent of the individuals hired during FY 98-99 were from ethnic minority backgrounds. The City is also committed to improve the bilingual skills of all full-time employees by offering pay incentives for bilingual ability, and reimbursement of educational expenses toward achieving this goal.

Santa Ana received the League of California Cities "1997 Managers Award for the Advancement of Diversity" from the League's City Managers' Division in recognition of the City's outreach efforts. The U.S. Department of Justice also granted Santa Ana approval for its Equal Opportunity Employment Plan on July 2000. These accomplishments reflect the City firm commitment to a diversified workforce, and to providing minorities with equal job opportunities.

COMMUNITY LEADERSHIP

City Government

The City of Santa Ana has a Council-Manager form of government. Santa Ana residents elect the City Council members and Mayor who in turn appoint the City Manager, City Attorney, and Clerk of the Council. The Council is responsible for setting broad policy and direction, while the City Manager is responsible for the day-to-day operations of the City. The City Manager is the City's Chief Administrative Officer.

The Santa Ana City Council has seven members consisting of six Ward Council members and the Mayor. Council members can serve a maximum of two four-year terms. All Council members, including the Mayor, are selected in city-wide elections. Each Council member holds a separate office that is assigned to a specific geographic division of the City known as a *ward* (Figure 1-8). Council members must live in and represent one of six Council wards during their term.

The Mayor's position is a two-year term but may serve an unlimited number of terms. Santa Ana's Mayor may reside anywhere in the City. The Mayor has a voice and vote in all of the City Council's proceedings and is recognized as the titular head of the City government for all ceremonial purposes. The City Council selects a Mayor Pro Tem who acts as Mayor during any absence from the City or disability of the elected Mayor.

The City Manager, City Attorney, and Clerk of the Council are the only staff members under the direct supervision of the City Council. These appointees are directly and individually responsible to the Council for their respective areas. They function as a team to ensure the City's business is conducted with efficiency, effectiveness, and integrity.

Boards, Commissions, and Committees

Resident participation in local government is a time-honored tradition in Santa Ana. The City's nine advisory boards, commissions, and committees provide an extension of the Council's legislative and policy-making authority. Members of the advisory boards, commissions, and committees are appointed by Council members to advise the Council on certain issues. The City Council also appoints residents to five non-City boards with wider jurisdictions. Participants perform an invaluable public service by broadening the forum for community input and by enhancing the processes of a representative democracy. Council members are kept informed on the community's sentiments on existing and prospective legislation. These bodies are uniquely positioned to provide elected representatives and City staff with "reality checks" for fact-based decision-making.

Neighborhood Associations

Figure 1-9 is a map of Santa Ana's neighborhood associations. Since 1983, the City has assisted residents from the 62 neighborhood associations throughout the community. These associations are local support groups that help residents address issues facing their neighborhoods. The aim is to foster self-determination and responsibility by and between community members. Neighborhood residents become empowered with a voice in local government as they gain access to information on pending ordinances, proposed development projects, and learn of other community resources available to them.

Residents organize and establish their own associations with assistance from the Housing and Neighborhood Development Division of the City's Community Development Agency. This division supports the associations by printing newsletters and flyers, participating at community meetings, tracking neighborhood concerns, and directing specific requests to appropriate City agencies. The division also assists both association residents and City staff in prioritizing neighborhood projects and programs. City staff and other organizations have utilized this division as an invaluable networking resource to solicit resident input and resident support for programs and projects.

CITYWIDE INITIATIVES

Long-Term Community Building Strategies

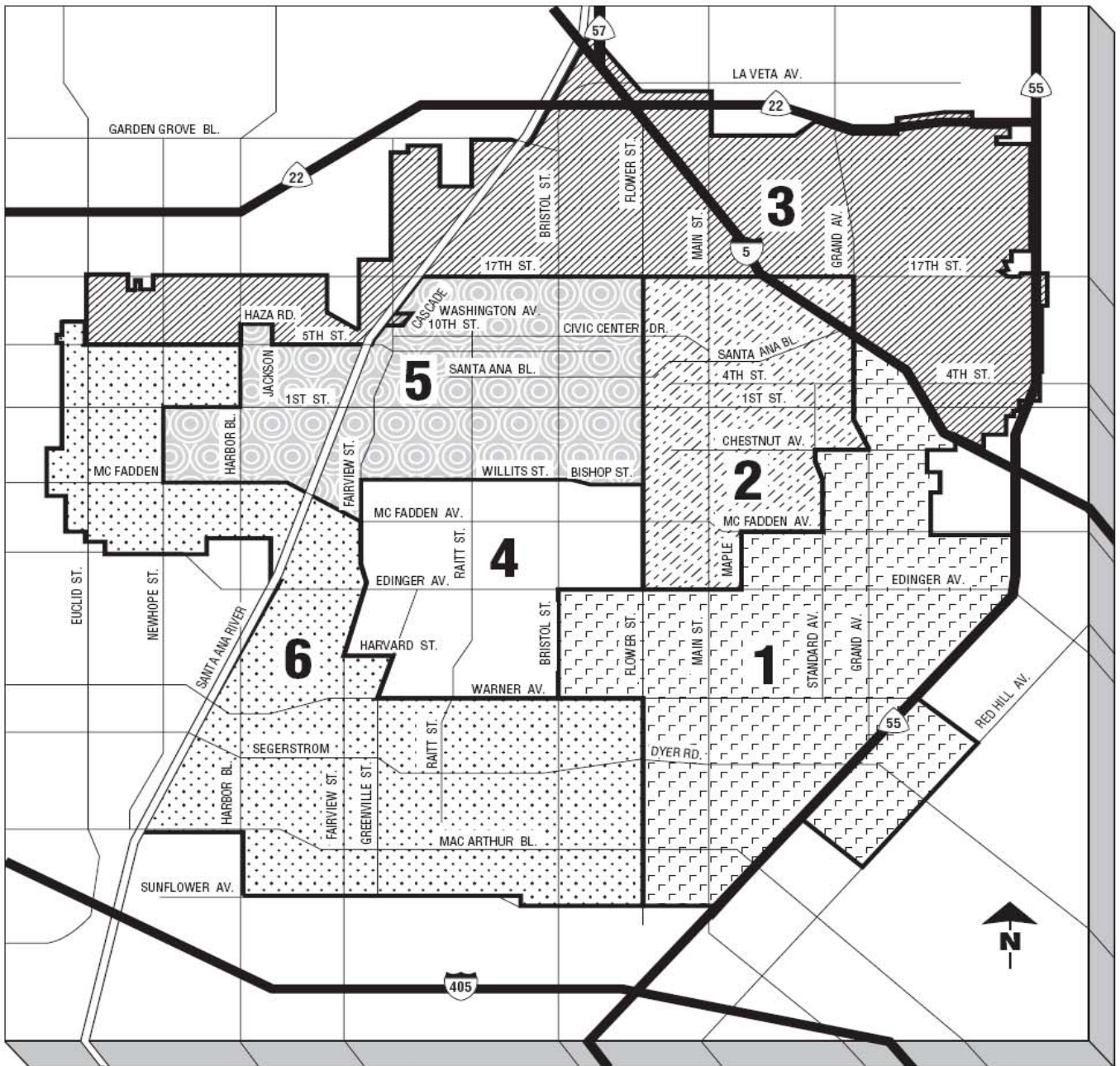
The City of Santa Ana experienced a significant demographic transformation earlier than most California communities. Early on, the city adopted a community-building approach, which empowered neighborhood associations, increased the responsiveness of municipal agencies and created networks among community-based organizations. The success that Santa Ana experienced served as a model for other asset-based, community-building initiatives.

(Continued on page 37)

FIGURE 1-8



	City Council
Mayor	: Miguel A. Pulido
Ward 1	: Vincent Sarmiento
Ward 2	: Michele Martinez
Ward 3	: Carlos Bustamante
Ward 4	: David Benavides
Ward 5	: Claudia Alvarez
Ward 6	: Sal Tinajero



The Santa Ana model started with a longstanding tradition of recognizing and supporting neighborhood associations as a bona-fide vehicle for citizen participation. Through this approach, leadership training and capacity building for neighborhoods and their representatives were top priorities. Municipal Interagency Teams were the second component of this community-building initiative. Improving the productivity of staff and the responsiveness of public agencies to address complex neighborhood challenges remained a priority. Strengthening the network of community-based organizations was the third and final component of the Santa Ana community-building initiative. The Community Development Resource Network sought to strengthen the cohesion and sense of identity among the hundreds of organizations that considered Santa Ana to be their arena.

Artists Village Live-Work Lofts

The Olson Company is constructing 86 artists' live-work lofts in the historic downtown area. The entire project is called 'Artists Walk' and will be over three different city blocks. The architecture of each phase will be different, reflecting the design and materials of surrounding buildings. The City Redevelopment Agency assembled the land and was purchased by the Olson Company at a reduced cost. Following is a description of each of the three phases.

1. Main Street Lofts. Located on North Main between Second and Third Streets, there are 30 units in four buildings in this phase. The project architecture is similar to the old City Hall building immediately north of the project. The project was completed in 2003 and is 100% occupied.

2. East Village Studios. Located at the southeast corner of North Bush Street and Third Street, 40 units were constructed on this site. The architecture is more contemporary with corrugated metal and stucco in the façade. The final building is being finished and there is 100% occupancy.

3. Sycamore Street Lofts. Located along North Sycamore Street, between Second and Third Streets. Sixteen units are proposed for this location, in two buildings. This phase is still in the planning stages.



Santiago Street Live-Work Lofts

Santiago Street Lofts Lennar Homes is under construction on Phase III of this transit oriented live/work develop-

ment at the Northwest and Southwest corners of Santa Ana Boulevard and Santiago Street, adjacent to the City's Santa Ana Regional Transportation Center. There are 108 Live/Work three story units with five different floor plans ranging in size from 1,500 to 2,300 square feet. Ground floor commercial uses will be provided along with a pedestrian oriented design to activate the street. Models opened in November 2005 and Phase I and II are already sold out.

www.aplaceforart.org or www.aplaceforart.com

Auto Mall

Located off the 55 FWY and Edinger, the Santa Ana Auto Mall generates approximately \$3.9 million in annual sales tax revenue for the General Fund. The Auto Mall currently has 12 manufacturers (within 9 dealerships): BMW; Mini Cooper; Isuzu; Hyundai; Honda; Volkswagen; Audi; Jaguar; Aston Martin; SAAB; Volvo; and Saturn. Expansion of the mall, which was originally established by the Redevelopment Agency in 1984, is well underway. Opening of the mall to Edinger Avenue along with various upgrades, such as new entry-way signage, landscaping and a new electronic freeway sign, are expected to benefit all the dealerships. Property acquisition of a 4.2-acre site has been completed for the Crevier BMW expansion, which will consist of over 170,000 square feet of service, sales and office space and a six tier parking structure. Crevier's parking structure, new landscaped frontages and right hand turn lanes have been completed, and plans for the remaining improvements are being finalized. In January 2006 the Agency acquired the long-term leasehold interest in another 2-acre site along the Edinger frontage to assist Honda with its expansion. Audi is also processing plans for its new stand-alone facility.

Enterprise Zone

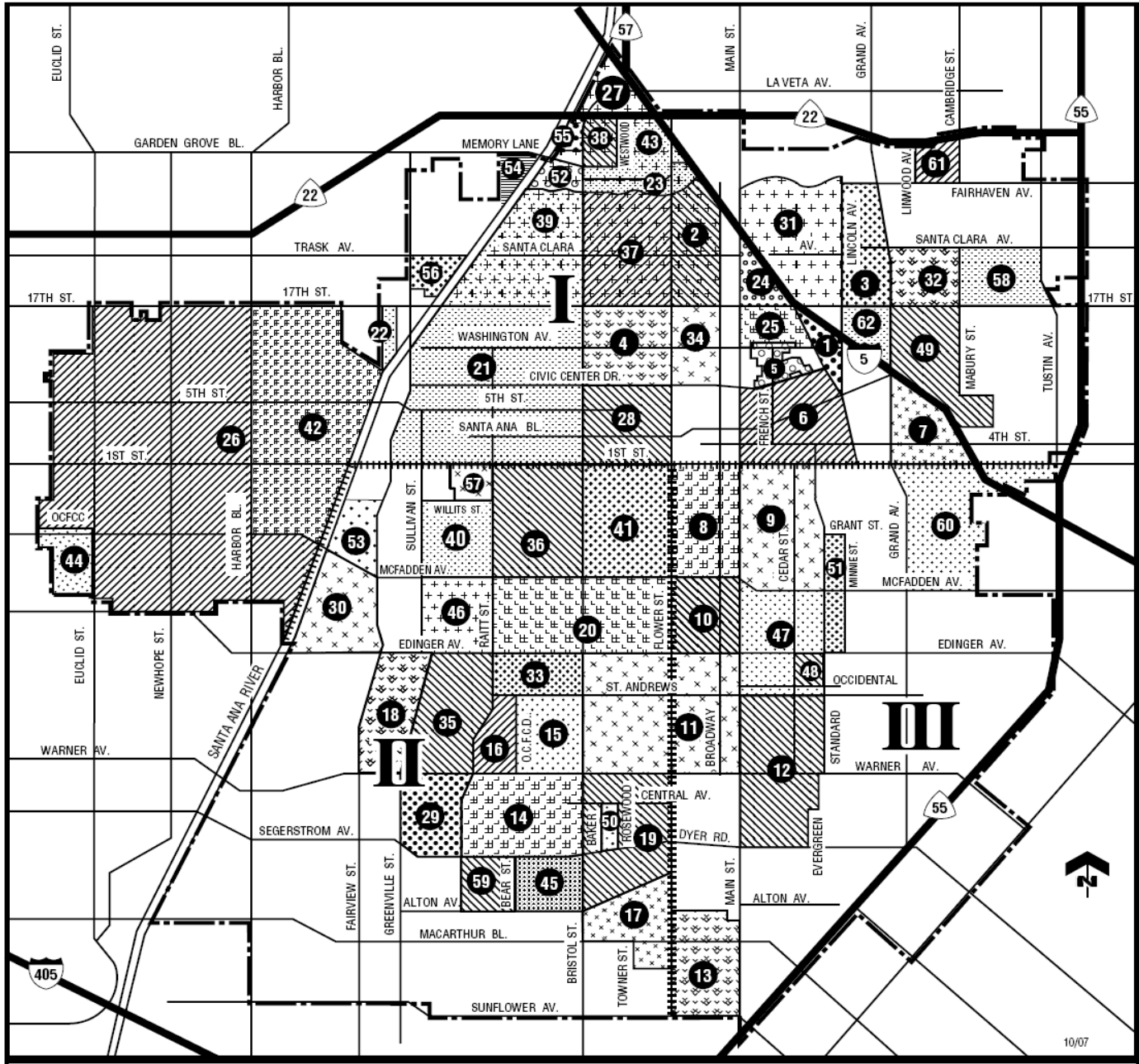
The original Santa Ana Enterprise Zone (EZ) expired on June 7, 2008. The City was one of thirteen other communities that submitted an application to the State for a new 15-year designation in December, 2007. Santa Ana was one of the eight successful communities to receive a Conditional Designation. The effective date of the designation was June 8, 2008. Staff is currently working on satisfying the conditions necessary to receive the Final EZ Designation.

The Santa Ana Enterprise Zone is one of 39 EZ's statewide and the only one in Orange County. The EZ program is designed to promote business growth and job generation by offering state tax credits and highly valuable incentives to businesses of all types and sizes. The Santa Ana EZ encompasses over 7,000 acres, which cover 98 percent of the total industrial and commercial property within the city and over 10,000 businesses. EZ benefits apply to existing businesses as well as new businesses relocating or expanding into the EZ.

Since its inception on June 8, 1993, over 27,000 tax credit

(Continued on page 39)

FIGURE 1-9



DISTRICT MAP					
District I	District II	District III	SANTA ANA NEIGHBORHOODS		
Scott Kutner	Margarita Gonzalez Macedonio	Lan Nguyen			
1. Logan	14. Thornton Park	27. Northwest	40. Bella Vista	53. Windsor Village North	
2. Floral Park	15. Bristol / Warner	28. Flower Park	41. Pico-Lowell	54. Concord	
3. Fairhaven	16. Laurelhurst	29. Morning Sunwood	42. Santa Anita	55. Riverglen	
4. Washington Square	17. South Coast	30. Windsor Village	43. Morrison/Eldridge Park	56. Edna Park	
5. French Park	18. Centennial Park	31. Park Santiago	44. West Grove Valley	57. Casa Bonita	
6. Lacy	19. Sunwood Central	32. Portola Park	45. Republic Homes	58. Meredith Parkwood	
7. Saddleback View	20. Mid - City	33. Shadow Run	46. New Horizons	59. Metro Classic	
8. Heninger Park	21. Artesia Pilar	34. Willard	47. Madison Park	60. Lyon Street	
9. Eastside	22. Mar - Les	35. Valley Adams	48. Cedar Evergreen Co-Op	61. Fairbridge Square	
10. Wilshire Square	23. Fisher Park	36. Central City	49. Mabury Park	62. Grand Sunrise	
11. Memorial Park	24. Santa Ana Triangle	37. West Floral Park	50. Rosewood Baker		
12. Delhi	25. French Court	38. Bristol Memory Coalition	51. Cornerstone Village		
13. Sandpointe	26. Riverview West	39. Riverview	52. Casa de Santiago		

Boundaries are not exact, please contact Neighborhood Improvement for specific Neighborhood Association boundaries. 714/667-2260

vouchers have been issued to EZ businesses for hiring disadvantaged workers. Each voucher has the potential to be worth over \$35,000; the credits can make a significant impact to a business' bottom line. The Santa Ana EZ offers the following state tax incentives to businesses:

- Sales or Use Tax Credit on qualifying machinery and equipment
- Hiring Credit of \$35,000 or more for each qualifying individual
- Increased Business Expense Deduction
- Net Interest Deduction for Lenders

Many businesses have relocated, expanded, and/or elected to remain here over the last few years as a result of the EZ program and the assistance provided by the city. Enterprise Zone companies include: Ingram Micro, Heritage Foods/ Adohr Farms, Laguna Cookie Company, MSC Software, Advanced Medical Optics, FabCon, Royalty Carpet, Harveys, Sweet Life, Park-West and Gold Coast Baking Company just to name a few. The Santa Ana EZ has been recognized as one of the top EZ's in the nation and in the state.

<http://www.santa-ana.org/cda/EnterpriseZone.asp>

Santa Ana Traffic Management Center

The Traffic Management Center (TMC) completed in 1995 is a full service facility with a broad spectrum of traffic congestion capabilities. The TMC houses the state-of-the-art Advance Traffic Management System (ATMS). The ATMS controls a network of over 275 traffic signals, 45 closed circuit television cameras, and 10 electronic message signs. The TMC helps in monitoring and adjusting the traffic signal timing to reduce congestion on the City arterials. The ATMS program marked the City's entry into the emerging field of Intelligent Transportation Systems (ITS) and achieved state recognition when the Santa Ana ATMS won the Systems Operations Award in 1997.

The Integrated Traveler Information Sharing (ITIS) system is integrated with the ATMS to provide real-time roadway congestion information and traffic advisories for City arterials, and Los Angeles and Orange County freeways, in both English and Spanish. ITIS provides the information to the public through the highway advisory telephone (HAT) system, cable television (CATV), and two interactive public-access kiosks, located at City Hall and the Depot. The HAT (714-567-9207) can be accessed from any phone at any time. ITIS airs on Channel 3, during morning and evening rush hours.

PUBLIC SAFETY:

Santa Ana Fire Dispatch Switch Initiative

The Santa Ana Fire Department is working on a County level to acquire a countywide data switch. The purpose of which is to provide a countywide centralized server that would host Orange County fire services vehicle names,

capabilities and real time status. This provides interoperability and sharing of information for each fire operations center to request fire units across city lines, seamlessly through a wide area network connection thereby minimizing interaction via landline and decreasing the response time to an incident anywhere within the county. The fire department anticipates connection by early FY 2008-09

Street Terrorist Offender Program (STOP)

The Santa Ana Police Department, in partnership with the Orange County District Attorney, has three Tri-Agency Resource/Gang Enforcement Teams (TARGET) housed within the police facility. TARGET is a program that teams police officers, probation officers, and prosecutors by stationing them together in police departments throughout the county. The TARGET concept is a highly-specialized team approach focusing on the most hardcore, violent, repeat gang offenders who possess leadership positions in criminal street gangs. The goal of TARGET is to incapacitate these hardcore gang members before they commit further violent acts against society. The enforcement component for TARGET is the Santa Ana Police Department's Street Terrorist Offender Program (STOP). Detectives conduct enforcement operations against "targeted" street gang members.

Strike Force

The Strike Force is a full-time Special Weapons And Tactics (SWAT) team. The Strike Force is staffed by a sergeant, a corporal and eight officers and is Orange County's first full-time SWAT team. The Strike Force is part of the Special Investigations Division and is tasked with suppression of violent crime, which includes targeting the most violent criminals in the City of Santa Ana.

They also provide professional tactical support for high-risk incidents occurring in the city. The rigor of this assignment requires them to train a minimum of 25% of their duty time. Since the inception, they have recorded impressive enforcement activity in the area of felony arrests, including several murder suspects, seized weapons and narcotics. The Strike Force has sent many parolees back to prison for violating the condition of their parole and documented several gang members.

The Strike Force is an essential part of our problem solving efforts and has undoubtedly contributed to making Santa Ana a safer place to live.

Urban Area Security Initiative

On October 1, 2003, President Bush signed the Fiscal Year 2004 Homeland Security Appropriations Act to provide vital funding needed to ensure the safety and security of our homeland. Through the Department of Homeland Security's (DHS) Office for Domestic Preparedness (ODP), emergency prevention, preparedness, and response personnel have received billions of dollars in funding for our nation's homeland security. These appropriations by Congress are designed to protect and defend the security of the United States of America against the threat posed by ter-

rorism. The Urban Areas Security Initiative (UASI) reflected the intent of Congress and the Administration to create a sustainable national model program to enhance security and overall preparedness to prevent, respond to, and recover from acts of terrorism. The UASI suggested the use of an Urban Area Working Group (UAWG) to both allocate grant funding and guide delivery of direct services in the form of equipment, planning, training, exercises, and technical assistance.

The UASI Program seeks to address the unique needs of high-threat, high-density urban areas, and it specifically required that urban areas use a collaborative and regional approach to homeland security expenditures. The cities of Santa Ana and Anaheim were deemed Urban Areas in 2004 - 2006 and have received in excess of \$50 million dollars for the entire County of Orange. Early on, Santa Ana and Anaheim recognized the importance of forming a true collaborative partnership to ensure that grant funds were spent not only in accordance with grant guidelines, but also in a way that took a risk-based approach to minimize threats and vulnerabilities and to properly manage and reduce the consequences of any terrorism event. While some UASI jurisdictions shared UASI funding only with contiguous jurisdictions, Santa Ana and Anaheim included all jurisdictions in Orange County, as well as all first responders and disciplines that are stakeholders in the homeland security community, such as health, law, fire, emergency management, public works, and others. In addition, the Orange County Sheriff's Department became a critical partner that also shared homeland security grant funding and strategies. Thus, Orange County became unique insofar as it shared homeland security funding through a broad based collaborative partnership.

The Santa Ana-Anaheim model has been cited as a model for homeland security preparedness and cooperation on the floor of Congress. In addition, the federal Department of Homeland Security and the State of California, Office of Homeland Security continually cite Santa Ana and Anaheim, indeed the entire county, as the model for collaboration and efficient spending of grant funds. The use of the Urban Area Working Group and preparedness subcommittees have allowed Orange County to focus on risk-based priorities, thus maximizing grant funds at all levels. The two cities have once again been deemed Urban Areas for the 2007 grant cycle; two of only six cities in California and 35 cities in the nation. Undoubtedly, the true regional and collaborative approach taken by Orange County contributed to the government's decision to include us in this designation.

Proactive Rental Enforcement Program

In June 1990, The Mayor's Task Force on Neighborhood Standards and Preservation recommended that the City establish a mandatory inspection program for all residential rental properties in Santa Ana. On August 17, 1992 City Council, in concert with the rental housing industry, adopted the Proactive Rental Enforcement Program (PREP).

Under this new program, each residential rental property in Santa Ana is required to be inspected every four years. For the first four years of the program, inspections were concentrated in specific neighborhoods that required immediate attention to halt further deterioration. In 1996, in order to cover the entire City on a four-year cycle, inspections of rental property were made throughout one-quarter of the City. Each subsequent year thereafter, inspections were completed of rental properties in another quarter of Santa Ana, thus maintaining a four year inspection cycle.

Prior to PREP, inspections of rental units were primarily a result of complaints from neighbors concerning unsightly conditions or some form of illegal activity occurring on the properties. The existing program is intended to correct not only unsightly exterior conditions, but also sewage spills and rodent infestations, as well as structural, electrical, and plumbing deficiencies. Since the inception of the PREP program, in excess of one million dollars has been reinvested in rental properties in Santa Ana process.

The Santa Ana Police Department Training Center

In 2001, the Santa Ana Police Department's Training Division shifted its' approach in the way it provides state mandated training to its' workforce. Historically, the Training Division has functioned primarily as a facilitator of training, rather than a provider of training.

After extensive research, Training Division Personnel concluded that it was more cost effective to provide in-house instruction than to send officers to outside training facilities. In addition, other advantages were identified such as the opportunity to develop curriculum designed specifically for department personnel, rather than relying on the "generic" presentations provided by outside institutions. Furthermore, in-house classes could be offered to members of outside agencies for a fee, which could generate revenue for the City.

In September 2001, the Training Division began development of a formal proposal to establish "The Santa Ana Police Department Training Center". In addition, the written proposal contained the suggestion that the Training Center also develop a formal presentation to highlight the Department's distinction as a nationally designated "Community Policing Demonstration Site". The Department's Senior Management Team subsequently approved all aspects of the proposal, which has since undergone implementation.

Teamwork, flexibility and the cooperation from the other divisions within the Department have turned this concept into a reality. Using the latest technology and state of the art instruction, the Training Center now provides the majority of all POST certified training to the police department's sworn personnel.

The Driver Training Program, which features two computer operated driving simulators, has been used to train over 350 officers since receiving POST certification last

year. The Training Center's "Range 2000", a computer operated shooting simulator, is currently being used to provide force options training to patrol officers. The simulator uses branching technology to produce countless scenarios designed to test and improve officers' judgmental shooting skills.

In an effort to improve the computer literacy of employees within the Department, the Training Center has facilitated hundreds of hours of instruction relating to software application. Microsoft Word, Access, PowerPoint, Excel, Outlook, CyberMCT and laserfiche are among some of the courses taught.

Another benefit of the Training Center's on-site instruction has been the reduction of expenses such as tuition, lunch, mileage reimbursement and travel time compensation, which result from sending employees to outside training facilities. Furthermore, the curriculum developed by Training Center personnel is more in tune with Santa Ana policy and procedures and therefore more specific to the needs of our community.

The high quality of our instruction has captured the attention of many Southern California Law Enforcement Agencies, which now regularly send us their officers for training.

SAPD Implemented the Graffiti Trackers Program

This program significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns.

Police Reserve Program

The Police Officer Reserve Program has been improved by inviting police officers to become reserve officers once they retire. Retired officers greatly enhance the program as the department benefits from their skills, knowledge, and experience. The number of Reserve Officers has increased 66% since the implementation of this program.

SAFD Hazardous Materials Data Portal Project

The Orange County Health Care Agency, Environmental Health has secured funding to develop a data portal that will house countywide hazardous materials data for dissemination to all emergency responders within the county. The primary database construct is modeled after the Santa Ana Fire Department Haz-tracker program. The fire department Environmental Section is taking the lead as a Certified Unified Program Agency team member to provide direction and assist with program design. The database will be accessed via the internet as well as through the Mobile Data environment, providing critical hazardous materials data in real time on the scene of an incident.

COMMUNITY PROFILE

History

Don Gaspar Portolá, a Spanish expedition party leader, discovered a picturesque valley and river in Southern California, which he christened Santa Ana, in honor of Saint Anne, on July 26, 1769. José Antonio Yorba, a youthful expedition soldier who accompanied Portolá in his journey, was awarded this territory as a Spanish land-use grant in 1810. The Yorba family developed a ranch called Rancho Santiago de Santa Ana, which was mainly utilized for cattle grazing and productive farming.

In 1869, William F. Spurgeon purchased 74.25 acres from Mr. Jacob Ross, an American pioneer who had purchased 650 acres from the Yorba family. Mr. Spurgeon then plotted a town site. The new town was given the name of Santa Ana, and was later incorporated as a city in 1886. Orange County was separated from Los Angeles County in 1889, and Santa Ana was selected over the cities of Anaheim and Orange to become the county seat.

Starting out as a frontier town, Santa Ana eventually became the leading commercial and agricultural center in the area. In addition, along with the bustling economic growth that characterized the region, many of its pioneers became known for their cultural pursuits. During World War I, the City began to shed its rural ties to become a center of manufacturing for the military. Santa Ana witnessed the growth of its suburbs and a changing role of its downtown after World War II.

Today, Santa Ana is the governmental center of Orange County. In terms of population, it is the 52nd largest city in the nation, the ninth largest city in the state, and the largest city in the county.

<http://www.santaanahistory.com>

Demographics

Santa Ana is a highly diverse and vibrant community with a population of 353,428 residents. According to the U.S. 2000 Census, the City population's median age is 26.5 years old, which makes Santa Ana's population one the youngest among all cities in the nation. City housing units range from low-income overcrowded apartments to luxury homes.

Over 76.1 percent of the City's population is classified as Hispanic, giving Santa Ana the highest Latino concentration in the county, and the seventh highest in the nation. Whites (12.4 percent) and Asians (9.0 percent) are the other major groups.

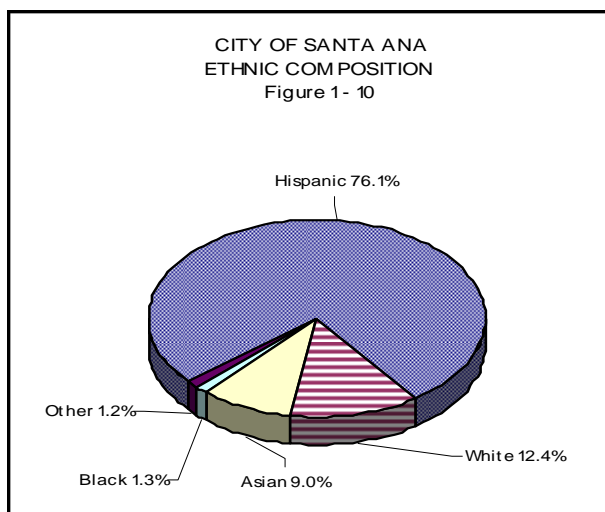
Figure 1-10 provides a breakdown of the City's ethnic composition from U.S. Census Bureau.

With a large resident base, the City has high averages for both, persons per household as well as persons per square mile. The City's ratio of 4.69 persons per household ex-

ceeds the County's average of 3.08. This ratio is expected to remain, as both the housing stock and population growth rates are not anticipated to change significantly. Santa Ana holds the second highest ratio of inhabitants per square mile in the state, only San Francisco ranks higher.

This high density reflects the above average persons per household rate and the overcrowding that occurs in many areas of the City.

<http://www.dof.ca.gov/> & <http://www.fullerton.edu/cdr/>



EDUCATION

The City of Santa Ana’s commitment to quality education is as solid as ever. Santa Ana has continued to work very closely with school officials, the community, and other organizations in order to deal with the burgeoning concerns facing the schools and the community.

With over 58,832 students enrolled in kindergarten through high school, the Santa Ana Unified School District (SAUSD) is the fifth largest school district in the state and the largest in Orange County. SAUSD serves over 85 percent of Santa Ana’s 27.2-square mile area with its thirty-six elementary, nine intermediate, five high schools, three continuation high schools, and ten special education schools/programs.

SAUSD is recognized for its leadership in curriculum development and in meeting the needs of its diverse student population. Over the years, fourteen schools were recognized as “Distinguished Schools.” SAUSD schools have also received to date thirty-six “Golden Bell Awards”, honor that recognizes and promotes excellence in educational programs, from the California School Boards Association. SAUSD had more than a third share in the number of Orange County teachers who earned National Board Certification, a recognition offered to teachers who have mastered their profession, this past year.

The school district faces numerous challenges. The move from eighth to fifth largest school district in the state is living proof of one of the main challenges faced by the schools: overcrowding. All but 2 of the 55 schools in this district currently exceed by far the student capacity they were designed to serve. Many SAUSD students are recent immigrants of which 70 percent have limited English skills. More than 92 percent of these students are Hispanic, 4 per cent are Asian, and the rest include Blacks, Native Americans, and others. This ethnic composition makes for a very diverse linguistic community.

The Library features a state of the art, web-based system for searching its catalog of holdings, retrieving magazine and journal articles, and joining on-line book clubs with regularly downloaded chapters from popular books. The Library offers students on-line access to searchable reference books from their homes or schools.

- Library membership increased 4.5% from 134,000 to over 140,000 active library cardholders. More than 55,000 of those library users are under the age of 18. A total 9,569 youths became new library cardholders in 2005-2006.

- 15,769 students registered at the two library learning centers for computer and internet use, for a total of 32,813 computer log-in sessions. In addition, 2,217 students requested homework help after school totaling 7,098 tutoring sessions throughout the year.

- The library lent 503,874 items.

- Santa Ana residents logged over 60,000 hours on the Library’s public access computers.

- The Library remains committed to serving the City’s diverse population in offering high-powered, interactive ESL software on several public computers. In addition, the Library has cooperated with Hispanic veteran, arts, and genealogical groups to sponsor programs highlighting the history and culture of Hispanic Americans in Orange County.

- The Library has in its various collections over 37,000 Spanish language items for adults and children, and nearly 4,300 items in Vietnamese.

- On an expense/per capita basis, the library remains one of the most efficient in California.

Beginning in Fall 2007, the City and Santa Ana Unified School District will collaboratively provide after school library services at Century, Saddleback and Valley High Schools.

The City is also an active participant in an educational and community partnership called ENLACE, which is aimed at creating a comprehensive institutional model for in-

creasing access to higher education for traditionally under-represented students. This partnership has developed innovative collaborations with K-12 schools and community participants to focus on the vulnerable points of transition from high school to community college and from community college to four-year universities for Santa Ana's overwhelmingly Latino student body.

Over the past decade, the Santa Ana partnership has made amazing progress. SAUSD's college-bound students have increased from 50 to 80 percent. Santa Ana College's transfer rate has more than doubled, jumping from 44th to 6th in the state among community colleges in terms of Latino transfer to the University of California system.

<http://www.sausd.k12.ca.us/>

Rancho Santiago Community College District (RSCCD), which is comprised of Santa Ana College and Santiago Canyon College, offers over 60 certificate programs and nearly 150 two-year Associate of Arts/Sciences degrees. RSCCD also offers continuing education as well as various community service programs. Since 1994, an increasing percentage of SAUSD high school graduates enroll at RSCCD as new freshman.

<http://www.rscd.org>

YOUTH INITIATIVES

The City is proud of its efforts and programs in support of our youth. Our community profile indicates that the median age of Santa Ana residents is 26.5 years, making Santa Ana the youngest city of the 100 largest United States cities according to the U.S. 2000 Census. We have more than 115,500 residents who are younger than 18 years old. Given these demographics, the City's youth initiatives are of vital importance to the well being of the community. The City's commitment to youth is well expressed in our Vision to be acclaimed for our investment in children. This section briefly discusses some of the City's initiatives that are directed to our youth.

Youth Commission

The Santa Ana Youth Commission was created by City Council Ordinance on Sept. 20, 1999 for the purposes of providing valuable input regarding the youth perspective to the City Council. The Youth Commission is involved in City-sponsored activities such as the Youth Expo, Celebrate Santa Ana, Adopt-A-Park Program, Annual Recreation Center Talent Show, and the Children's Winter Holiday Party.

In 2005, the Youth Commission began an initiative to increase civic awareness among Santa Ana youth by co-producing a series of video programs that explore jobs in Santa Ana City government. The purpose of this program is to help Santa Ana youth explore opportunities to give back to their communities, and at the same time build a

career in public service. A video program focusing on careers in the Santa Ana Police Department was completed in 2007. The goal is to add video components on the Fire Department, the Public Works Agency, and the Parks, Recreation, and Community Services Agency.

Youth and Family Master Plan

Phase I of the Youth and Family Master Plan has begun with the hiring of Research Consultant Leah Ersoylu who will focus on organizations that provide organized sports opportunities to youth in Santa Ana. With such a large number of low-income youth and such a low availability of recreational open space for outdoor sports, the plan will focus on the issue of lack of recreational open space as it relates to the problems of youth obesity and gangs. The research will study how better-coordinated strategies and/or enhanced recreational open space opportunities, such as new joint-use agreements with the School District, can play a part in combating childhood obesity and increasing gang prevention opportunities among Santa Ana youth. The first phase of the Youth and Family Master Plan will focus on this key element in the overall approach to improve the quality of life for youth in Santa Ana.

Youth Expo

Every fall, for the past 8 years, the City hosts the annual Youth Expo event. The City has partnered with Santa Ana College and the Santa Ana Unified School District for the past three years to plan this collaborative event for the youth and community of Santa Ana. The event showcases educational and healthy lifestyle options and promotes higher education and services available in Santa Ana. This exciting event is free and the whole family is encouraged to attend.

Youth in Local Government

The Parks, Recreation and Community Services Agency hosted the first Youth in Local Government Institute from March 15 to May 20, 2008. Thirty-three high school juniors representing each of the high schools in the city took part in this 8-week program. The purpose of the program was to educate the youth on how local government works and the career opportunities it offers upon graduation from college.

With the guidance of representatives from each of the city's departments serving as their coaches, the youth assumed the role of Mayor, Council members and department heads and worked to prepare for the culminating mock City Council Meeting. Tackling issues such as a fireworks ban, water rate increase and extending library hours gave the students insight into what it takes to run a city like Santa Ana.

Alongside learning about the structure and inner workings of local government, the youth also learned about how the local school and college districts collaborate to prepare students for a college education. Additionally, the youth also learned how to go about preparing for and running a political campaign. The future looks bright for these

young leaders and their commitment for Santa Ana.

Library's Youth Focus

Santa Ana has the youngest median age of the nation's 100 largest cities according to the U.S. 2000 Census. Library services are targeted to youth and families. The library maintains a reputation as a safe and wholesome place for children during out-of-school hours. The library provides kids with the resources to improve reading, math and other academic skills. Children are presented with opportunities to think about their future in a positive way and to learn about others through library activities.

The Library provides literacy skill development and enrichment programs. These activities include reading incentive programs and weekly story times. Two seasonal reading programs registered 2,978 youth, and the 405 weekly storytelling programs had an attendance of 13,144. In addition, 5,498 youth and parents attended 48 monthly and summer weekly cultural and crafts programs. The Library also provided children and students access to computers, educational software, and the Internet as well as computer workshops to help them develop and improve technological skills.

To promote early literacy in young children, the Library organized two Early Literacy Fairs with Head Start centers to provide parents with resources and materials on early childhood education, and to introduce children to books and reading. The Library also collaborated with a number of schools in the Santa Ana Unified School District to provide library materials to students and their families. Bookmobile reinstated services at two neighborhood sites on a daily and weekly basis. Santa Ana youth, ages pre-school to 12th grade, borrowed over 321,836 items, representing 78% of all items loaned by the Library.

Santa Ana Zoo at Prentice Park

The Santa Ana Zoo at Prentice Park is centrally located in the heart of Orange County. The Zoo grounds encompass 20 acres of lush green gardens and winding pathways that allow visitors to discover more than 200 rare and exotic animals from around the world. For fifty-six years, the Zoo has served as a unique educational and recreational experience for the socioeconomic and culturally diverse children of Orange County.

The Zoo is a participant of the Special Survival Plan (SSP) – an international organization involved in the breeding and the re-release of endangered species. The Zoo houses seven species of endangered species: golden lion tamarin, black and white ruffed lemur, white-handed gibbon, cotton-top tamarin, ring-tailed lemur and margay.

The Crean Family Farm recreates a typical American family farm, but features rare domestic breeds and emphasizes our agricultural heritage through a variety of education programs and activities. Surrounding the barn are six out-buildings that display rabbits, ducks, turkeys and chickens,

sheep and goats, birds of prey, and a variety of animals used in education programs. A colorful and informative graphics program, farm equipment, and landscaping and vegetable gardens, complement the family farm themes. The endangered species carousel is the latest addition to the Children's Zoo.

The Zoofari Express train ride is once again operating out of the original depot in the Crean Family Farm area. New track was laid that encircles the farmyard, giving riders a unique view of many of the animal pens before continuing on through the central portion of the Zoo. The train ride has doubled in length and is very popular with Zoo visitors. Recently the gasoline powered 1860s-style steam train engine was converted to an electric engine. This conversion will save money and be more environmentally friendly. A second electric train was purchased and a safety signal system installed that permits both trains to operate at the same time.

The Zoo in collaboration with the Friends of Santa Ana Zoo (FOSAZ) and UCI have embarked on a joint fund raising project to fund the Zoo's next major destination exhibit area. Construction of Tierra de las Pampas—land of the grasses—is to begin in late 2008 and will provide a new home for the Zoo's existing guanacos and rheas, and an exhibit area for a pair of giant anteaters.

Pathways to Adventure

The Pathways to Adventure program was first introduced during the summer of 2007. Over 300 participants went through the program during the first summer of programming. The program is comprised of several components; Adventure Days, City Wide Fishing Derby and Outdoor Family Resource Faire, Family Fishing Coach Day, and Camp Fish Overnight Campout. Educational stations are set up to introduce participants to camping, hiking, backpacking, fishing, orienteering, and leave no trace principals. All equipment and supplies are provided to participants for the program. Fishing in the private lake at Oak Canyon is the highlight of the day for participants. Many participants have never fished before and to see the excitement on their faces when they catch a large catfish at Oak Canyon or Centennial Lake is priceless.

Summer Day Camp

Summer Day Camp is offered from the end of June through the end of August, Monday through Friday from 7:30 am to 5:30 pm at Logan, Memorial, Salgado, Sandpointe, Santa Anita, and El Salvador Recreation centers. Day Camp offers a wide range of activities for youths ages 5 to 12, including educational worksheets, excursions, special events, sports, organized games and fitness, arts and crafts, supervised play, table and board games, holiday celebrations, tennis, library visits, junior volunteer program (ages 13 and up), computer lab (Logan), end-of-summer pool parties, and the annual Talent Show.

Intermediate School Intramural Sports Program

PRCSA began planning with the Santa Ana Unified School District in 2007 on how best to support the Intermediate Schools with their Intramural Sports Program. The program provides officials' clinics for high school varsity players, who serve as tournament officials in flag football, basketball and soccer tournaments and provides each student official with a \$50 gift card at the conclusion of the sports tournaments for which they officiated.

PRCSA also provides all individual first, second and third place award medals for all sports tournaments and ribbons for Track and Field as well as a perpetual trophy for all sports tournament first place winners. PRCSA assists SAUSD in securing Thornton Park for the Cross Country Meet, Santa Ana College for Track and Field, and also Godinez High School gymnasium, Centennial Park and the Dan Young Sports Complex for tournament games. Approximately 2,000 participants per year are served.

Cabrillo Tennis Center

MatchPoint Tennis Academy, located at Cabrillo Tennis Center, offers six scholarships for tennis instruction per semester for Santa Ana residents. Students are selected from Intermediate, High School & Advanced instruction levels and must maintain a "B" / 3.0 GPA or higher. Through this contracted service, the hours of operation have increased and \$30,000 in improvements, have been made without the use of City funds.

Santa Ana Police Athletic & Activities League (SAPAAL)

In order to combat gang violence, resist the temptation of joining criminal street gangs, and encourage youths to stay in school, the Santa Ana Police Department in conjunction with the Santa Ana Parks and Recreation Department and the Santa Ana Police Officers Association has formed the Santa Ana Police Athletic Activity League (SAPAAL). SAPAAL is a crime prevention program that employs educational, athletic, and recreational activities to create trust and understanding between youths and law enforcement.

Students often experience a myriad of difficulties, which impede their learning (lack of resources, lack of support, lack of language fluency, etc.). Often students are drawn to individuals who share similar ideas, values, and beliefs. To gain recognition, or peer-acceptance, they may engage in inappropriate or illegal behavior. The goal is to break this cycle with early recognition and intervention.

A resource "Drop In Center", staffed by Police Activity Athletic employees and volunteers, would provide students with a safe haven. Tutoring, in conjunction with computer access, reference and educational materials, would help youths to be successful in school. Peer support groups would offer youths someone to talk to about problems they may be facing. Sports and recreational programs would teach youths the importance of team-

work, discipline, maturity, and good citizenship. Police officers coaching and mentoring demonstrate to youths that officers are truly interested in their development and well-being.

The SAPAAL officially opened the doors to the Drop In Center on June 18, 2007 at 2627 W. Mc Fadden, (Previously the McFadden Library). SAPAAL ran a successful summer program with an enrollment of 45 kids. The program activities consisted of arts and crafts, science projects, organized sports, fitness and trips (i.e. Orange County Fair, Fishing at Oak Canyon Lake and Wild Rivers).

At the completion of summer, SAPAAL started its after school program. The after school program is open Monday through Friday from 2:30 PM until 6:30 PM, and currently has 178 kids enrolled and a waiting list of 90. The program has become successful and schools in the area have begun to refer their students to SAPAAL for tutoring and homework assistance.

With the financial support of the Santa Ana Police Officers Association we were able to open an account with the Orange County Community Foundation. This account allows us to accept tax-deductible donations for the program. If you would like to become involved with the SAPAAL or make a donation of sports equipment, school or arts & crafts supplies, please feel free to contact Officer Tom Serafin at (714) 920-2674.

Santa Ana Police Department Investigations Bureau: Formation of a Family Crimes Section

The problems of child abuse, domestic violence, child abduction, and runaway juveniles have been a long-standing concern for Santa Ana's communities. Historically, these problems have been handled as separate entities requiring unique specialization and training. Research now shows an undeniable cause and effect between these problems, which stem from violence in the home. We can no longer look at these issues in isolation from one another nor can we view incarceration as the only method to stop them.

The Crimes Against Persons Division has reorganized the Juvenile Section to modernize and enhance the delivery of services while better supporting the Santa Ana Police Department's Community Oriented Policing philosophy. The Juvenile Section has combined resources and responsibilities with the Domestic Violence Unit to formulate a Family Crimes Section. Incorporating a multi-disciplinary approach to include Early Prevention, Intervention, Suppression, and Reintegration equips the Investigations Bureau to better address the cycle of violence that threaten families and the stability of our community.

A mission statement was developed to serve as a guide for the organizational and philosophical changes required to establish the first section of its kind:

“The mission of the Family Crimes Section is to promote a safe and nurturing family environment by providing preventive, protective and responsive investigative services.”

The Family Crimes Section consists of five units: **Family Violence Unit, Community Resource Unit, Community Education Unit, Sexual Offenses Unit and Missing Persons Unit.** Investigators from domestic violence, child abuse, sexual assault, missing persons, and sex registrants, along with victim advocates, work in partnership with one another and the community to improve the quality of life for Santa Ana families. To maximize flexibility and enhance services, the operational philosophy of the Family Crimes Section is that personnel from each Unit work together to use their respective resources to bring a comprehensive responsive to community problems.

The Family Violence Unit is most affected by the reorganization but offer the greatest chance to bring meaningful change in our efforts to break the cycle of family violence. Established policing districts divide the distribution of personnel in the Unit. One investigator and one police investigative specialist, who in turn are supported by a victim advocate and social worker, serve each district. To enhance services, district personnel are functionally grouped into an east/west configuration. This allows for a greater number of personnel to be used when apprehending suspects or handling cases requiring a higher level of response.

The challenge facing our Department and community is to become change agents to break the cycle of family violence. By reorganizing and integrating existing investigative units, we are better able to work in partnership with the community to bring meaningful change, based on empirical data, to educate, protect, serve, and where possible, rehabilitate families damaged by internal violence.

Santa Ana Police Department: Community Relations Team

In 2004, the Public Information Office created a new program called the Community Relations Team (CRT). The team consists of 15 police employees from every bureau of the police department. This new addition to the Public Information Office has allowed the police department to enhance and continue the tradition of providing accurate and timely information to both the media and members of the community.

The Community Relations Team participated in the annual Toys-for-Tots program and sponsored two senior citizen facilities in 2005 for Christmas. During the previous Christmas holiday, they sponsored St. Edna's Convalescent Home and were able to provide Christmas gifts for 63 seniors. This year, the Community Relations Team added

another senior home, St. Francis, bringing it to a total of 112 seniors sponsored by the department. Both facilities, which are located in the city of Santa Ana, house seniors that are unable to care for themselves or have no families to care for them. The gifts the CRT provided might have been the only gifts they received during the holiday season. Along with the gifts that St. Francis seniors received from the SAPD, they also enjoyed a peaceful and delicious dinner served by volunteers from the department. Donations were accepted within the Department, and the Community Relations Team was able to raise \$938 to host the Christmas dinner.

A Toys-for-Tots event was held at the Westfield Main-Place Mall. Approximately 1,000 people attended this event, which was sponsored by Community Service Programs, U.S. Marines, Santa Ana's Parks, Recreation and Community Services Agency, Santa Ana Fire Department, various church groups, and several other community groups. A stage was set up to showcase the talents of local bands and for children to perform. Considering that this was the first year this event was held at the mall, Max Madrid, Director of CSP believed that the event was very successful and hopes to have radio stations and more booths in years to come. He really appreciated the police officers' presence and interaction with the community. The objective of the Community Relations Team is to enhance community outreach and increase the Department's participation in community meetings, events, and organizations. Helping out by participating in events like these proves that our Community Relations Team is on the right path to achieving their goals.

The Public Information Office coordinated numerous special projects with the assistance of the CRT, such as Operation School Bell, Project ChildSafe, Bureau of Corrections Mentoring Program, CHP 10851 Auto Theft Award Program, Special Olympics Torch Run, Toys for Tots, and Rotary/Kiwanis Awards Ceremonies.

PLACES OF INTEREST

Bowers Museum

The Bowers Museum of Cultural Arts is the largest museum in Orange County. Since it reopened its doors following completion of a major expansion and renovation program in 1992, the Museum has presented many significant and world renowned exhibitions that have attracted many visitors to Santa Ana. As a result, many museums and collectors have allowed their rare treasures and collections to visit the Bowers because of its significance in displaying a full range of fine quality exhibits and programs, and in attracting visitors and travelers. With the grand opening of the Dorothy and Donald Kennedy Wing, the Bowers entered into an entirely new and even more exciting era.

This 30,000 square foot expansion, including a 300-seat auditorium and new exhibit space, will meet the demand for presenting more breathtaking masterpieces to the community such as Treasures of Shanghai and Mummies: Death and the Afterlife in Ancient Egypt, Gems: Colors of Light & Stone, and Terra Cotta Warriors: Guardians of the First Emperor. The current improvements also include a new surface parking area immediately north of the Bowers and an overflow parking lot at Main and the I-5 FWY southbound on-ramp.

<http://www.bowers.org>



Old Orange County Courthouse

Built in 1900, the Old Orange County Courthouse, the oldest standing county courthouse in Southern California, originally opened on November 12, 1901. The Courthouse was officially listed on the National Register of Historic Places in 1984. The building is located in the heart of Santa Ana's historic downtown district, with more than 13 major historic architectural styles enriching over 100 buildings.

The Courthouse is a historical symbol of the birth of Orange County, and Santa Ana's winning bid as the County seat. Although suffering the loss of one tower, the three-story red stone building survived the 1933 Long Beach earthquake. After years of renovation, the Old Orange County Courthouse reopened on November 12, 1992. Completely restored to its original splendor and grace with original oak furnishings, antique light fixtures, and wall-to-wall carpet, the Courthouse offers self-guided tours Monday thru Friday.

A favorite of Hollywood's movie industry for its distinctive ambience, the Old Courthouse was the site of many memorable scenes from blockbuster classics including *American President* (1995) with Michael Douglas, *Legally Blonde* (2001) with Reese Witherspoon, and *Catch me if you Can* (2002) with Tom Hanks, Leonardo DiCaprio and directed by Steven Spielberg.

Federal Building and Courthouse

The Ronald Reagan Federal Building and United States Courthouse is a landmark facility for Downtown Santa Ana. The ten-story building is the latest addition to the list of other government offices located in the Civic Center area. The Ronald Reagan Federal Building houses the U.S. District Court, U.S. Bankruptcy Court and other federal executive offices.

The building is located on Fourth Street, the main commercial street in downtown, and adjacent to the Civic Center, which is the government center with city, county, state and federal offices. This building has been a benefit to the local businesses and service industry in the Downtown area. The building is designed to contribute to the continuity and dignity of the courts and the City of Santa Ana, and enhances the image of Santa Ana as the "capitol" of Orange County. The courthouse opened to the public in January 1999.

Santa Ana Police Administration and Holding Facility

Maintaining the safety and security of our community and its residents is the primary mission of the Police Department. One of the basic tools needed to accomplish this mission is a well-equipped, efficiently designed police headquarters and a full-service maximum-security jail. On January 28, 1997, the Santa Ana Police Department relocated to a new, state-of-the-art facility located on an eight-acre parcel in downtown Santa Ana. The facility consists of three main structures.

The first is the Police Administration, a 236,300 square foot four-story building intended to accommodate all operational and administrative functions of the Police Department. The administration building allows reconfiguration of space planning, due to its movable walls, without distorting the environment. The building size will accommodate projected department expansion through the year 2050.

The second is the Holding facility, a four-story building that includes a partial basement and two mezzanines. This 168,400 square foot structure contains 256 fully equipped cells with a holding capacity up to 420 detainees in double bunking. The facility also has a 900-foot transfer tunnel linking the Holding facility with the Orange County Intake & Release Center. The tunnel is used to secure the transfer inmates between the two detention centers.

The third is the Police Vehicle Storage structure, a 96,500-square foot structure with 227 spaces for police vehicles and 24 spaces for police motorcycles. The storage structure includes a two-tier firing range with 12 shooting bays.

Considerable effort was made to ensure the building's design compliments the City's Community Policing philosophy. For example, the structure includes a community room for hosting neighborhood meetings and a front lobby layout that facilitates customer access to the Records, Traffic, and Property Sections.

Various Park Improvements

Numerous improvements are slated this year throughout the City's park system, recreational trails, Civic Center, and at the Santa Ana Zoo. Park Improvements include the completion of Santiago Park Wildlife and Watershed Center; Santiago open air amphitheatre and native landscaping; Windsor Park parking lot reconstruction; reconstruction

tion of a portion of Centennial Ring Road; Memorial Center pool improvements; installation of new play equipment at Portola, Sandpointe, and Thornton Parks; creation of a waterfowl sanctuary at Centennial Park; and the creation of the “Cienegas de las Ranas” wetlands habitat at Thornton Park.

Recreation trail improvements include the one-mile Flower Street Bike Trail extension, Thornton Park recreational trail reconstruction, the Santiago Creek bike trail extension, and the Santa Ana River trailside reststop developments at Fairview Triangle, McFadden Triangle, Edna Park, and 17th Street pockets.

Development of the new “Tierra de las Exhibit” is slated at the Santa Ana Zoo, as is the development of a Master Graphics and Signage Program.

Athletic Field Improvements

Construction of the first synthetic youth field at the Dan Young Soccer Complex was completed in September 2004. The second synthetic turf field opened in November 2005, which helped address the need for additional field hours for the adult soccer program. In addition, the City received a \$900,000 grant from the State to install the City’s third synthetic turf field at the Santa Ana Stadium. This project was completed in 2007.

Jerome Recreation Center Improvements

The City was recently awarded a \$2.5 million grant under the Murray-Hayden Urban Parks and Youth Service Grant Program to renovate Jerome Community Center. The grant will be used to renovate the entire center and enhance our ability to provide services to the community. The renovation will bring the facility into compliance with the newly adopted 2007 California Building Code and ADA (Americans with Disabilities Act) regulations. Improvements include a new HVAC system, an upgraded electrical system, replacement of the gymnasium flooring, complete renovation and expansion of the restrooms, facelifts to the game room, kitchen, arts and crafts room, ceramics room, and hallways, re-roofing of the building, new doors, security system and painting. The City anticipates beginning construction in Winter 2008.

Adopt a Park Program

The Adopt-A-Park Program continues to get the community involved in improving, maintaining and beautifying parks and recreational facilities. Many volunteer events are held throughout the year to clean up and improve our park sites. Major sponsorship from various companies and organizations has provided the necessary resources, such as labor, equipment and funds to make this program successful. An example of one such event is the KaBOOM! project. KaBOOM! is a national non-profit organization dedicated to building safe spaces in communities across the country. On Saturday, March 29, 2008 CaliforniaVolunteers joined more than 400 Santa Ana community volun-

teers to construct a new playground, garden and mural in just one day for the children of Santa Ana. This project was made possible by a partnership between CaliforniaVolunteers a non-profit of the Office of the Governor of California and KaBOOM!. The playground is located at Jerome Park, 726 S. Center Street. This Adopt-A-Park event generated over \$300,000 in labor and equipment at no cost to the City. In 2008-2009, we will continue working with these organizations to improve and clean our facilities through the Adopt-A-Park Program and volunteer efforts.

Recycling Program

Santa Ana’s curbside recycling program assists in fulfilling the State’s requirement for cities to divert 50 percent of solid waste generated and taken to landfills by the year 2000. Since 1997, the City has required residents to use three separate containers for disposal of recyclable materials, green waste, and trash. Automated collection vehicles pick up the recyclable materials and green waste from each household and take them to a Materials Recovery Facility or to a Composting Facility for further sorting and sale. Trash is taken directly to the landfill. This system increases the recycling diversion, which continues to exceed the state mandated goal and reduces the contamination of recyclables and the cost of sorting trash.

The City also disposes of used oil through the Used Oil Block and Opportunity Grant programs. An average of 6,800 gallons of used motor oil and 2,400 filters per year are recycled as part of the curbside program.



Tree Reforestation Program

The City recognizes the important role trees play to enhance neighborhood appeal, clean the air, keep homes cool, and add to the quality of life. At present, the City has an estimated 54,000 street trees. The City’s tree maintenance staff is in the process of planting new trees to replace dead and diseased trees that have been removed throughout the years. The City’s Tree Maintenance Program will continue to ensure the health, safety, and aesthetic aspects of the City’s urban forest and address resident concerns about the City’s trees through efficient design, community involvement and education, proper tree trimming and maintenance, and tree preservation.

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FACTS & FIGURES

SIZE

Largest city in Orange County
9th largest city in California
52nd largest city in the United States

CITY TRIVIA

City colors: Royal Blue and Gold
City flower: Hibiscus
City motto: "Education 1st"
City tree: Jacaranda
Area: 27.2 square miles
Elevation: 134.8 feet above sea level

STATISTICS

Miles of streets: 425
Number of streetlights: 13,620
Miles of Sanitary Sewers: 390
Housing units: 75,222
Population: 353,184
Median age: 26.5
Unemployment Rate: 8.5% (June 2008)

DEMOGRAPHICS

Median Household Income: \$43,412
Voter registration: 91,713

Santa Ana has the *youngest population* of any city in the nation according to the 2000 U.S. Census.

FIRE PROTECTION

Number of stations: 10
Number of sworn fire personnel and paramedics: 252

POLICE PROTECTION

Number of stations/substations: 2
Number of sworn police personnel: 373

PUBLIC EDUCATION

Elementary schools: 36
Special schools/programs: 10
Intermediary schools: 9
High schools: 5
Continuation schools: 3
Number of educators and staff: 6,680
Number of students: 54,369 (K-12)

The *first public library* in Orange County was located in Santa Ana in 1878.

2007 MUNICIPAL WATER SERVICES

Number of accounts: 44,506
Average daily consumption (gallons): 40.2 million
Miles of water mains: 488

2007 BUILDING PERMITS

Building Permits Issued 10,287

The *first luxury hotel* in Orange County was the Santa

2007 BUILDING ACTIVITY CONSTRUCTION

Commercial /Industrial: \$64.8 million
Residential: \$53.1 million
Other: \$15.0 million

2007-2008 PROPERTY TAX COLLECTIONS

Property Tax: \$31,990,820

The *first commercial lot sold* in Santa Ana was at the corner of Fourth and Main Street. The year was 1870 and the lot sold for \$15 with the adjacent lot included as a bonus.

2007-08 ASSESSED VALUATION

Total Valuation: \$21,184,116,312
Common Property: \$19,732,430,318
Public Utilities: \$8,275,142 (includes Redevelopment Agency)

2006 TAXABLE SALES

\$4,021,276,000
(State Board of Equalization, 2006)

RECREATION AND CULTURE

Number of parks: 39
Number of Community Recreational Facilities: 17
Number of Municipal Swimming Pools: 5
Number of Municipal tennis centers: 2 with 25 courts
Number of libraries: 2
Number of bookmobiles: 1
Number of Museums: 3
Number of Technology & Learning Centers: 1

LARGEST EMPLOYERS

County of Orange
Ingram Micro Inc.
Rancho Santiago Community College
First American Title Corporation
United States Postal Service
Tenet Healthsystem Medical Inc.
Ttm Printed Circuit Group Inc.

TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

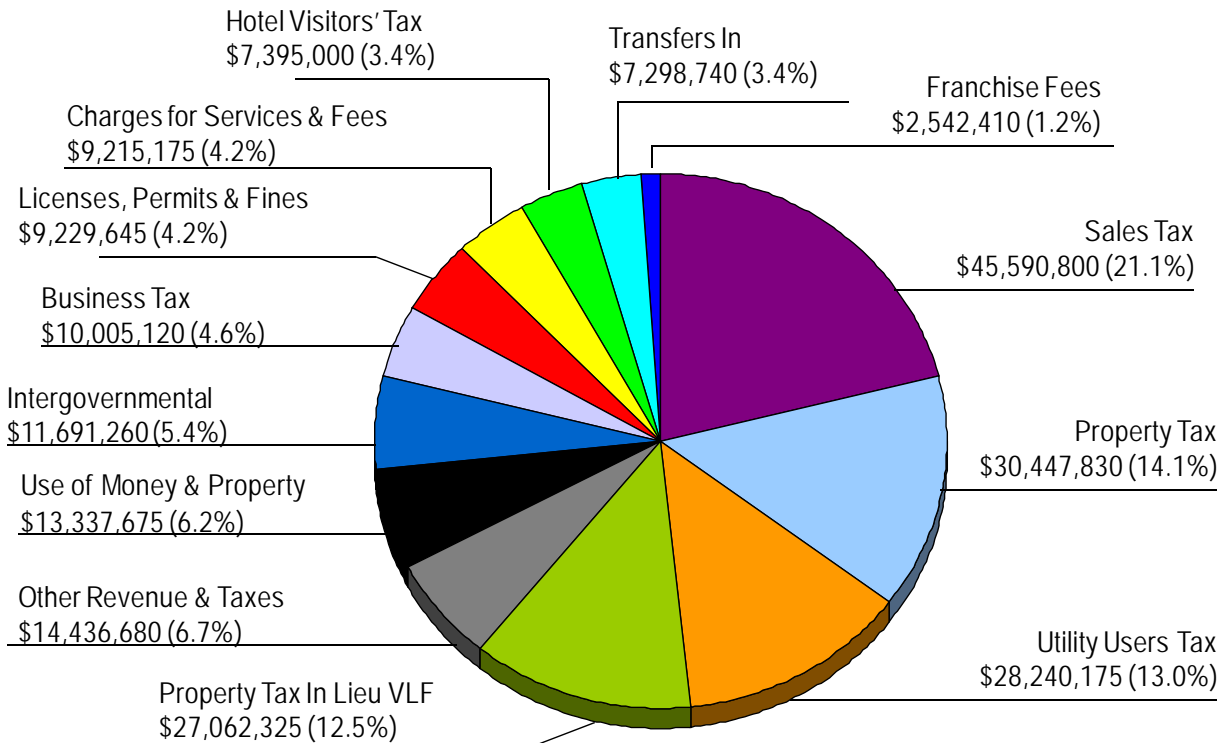
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

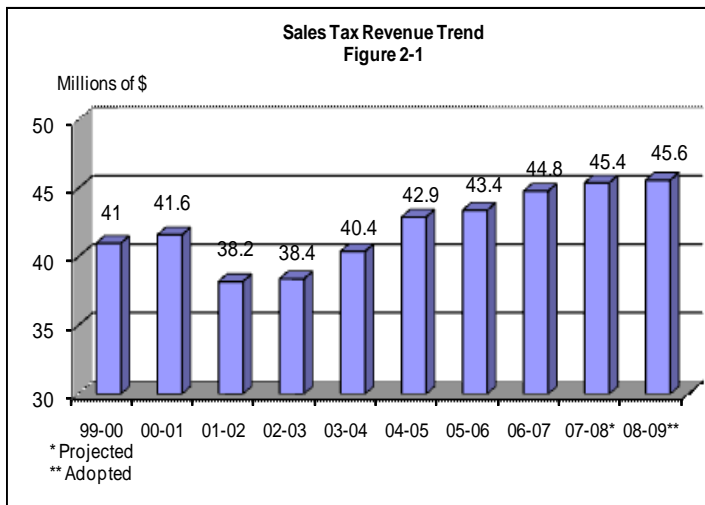
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



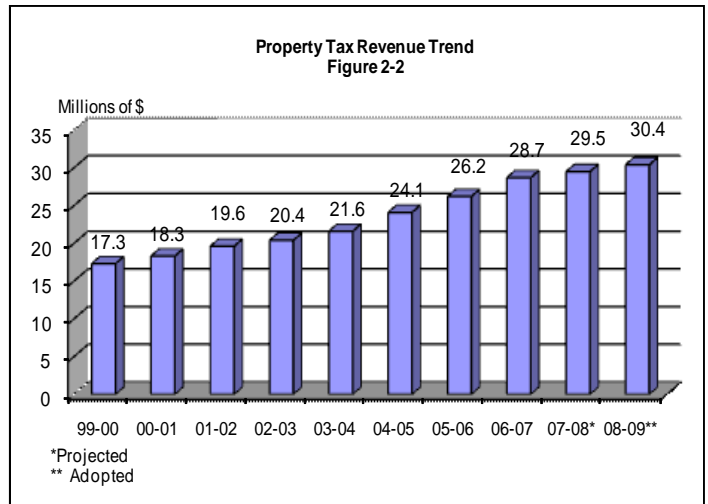
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

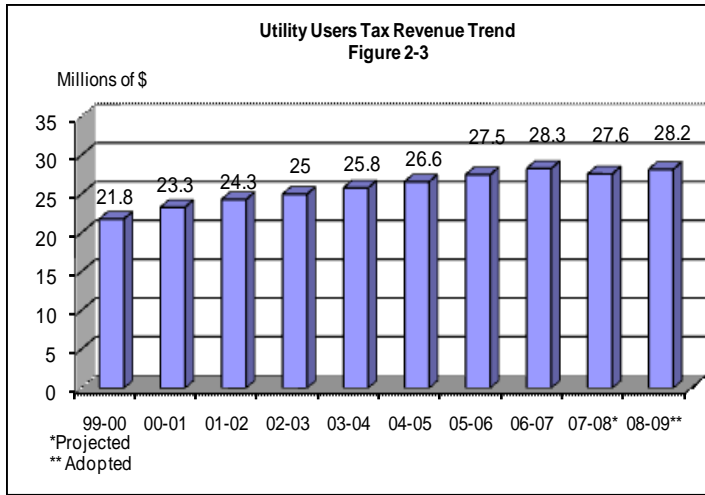


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

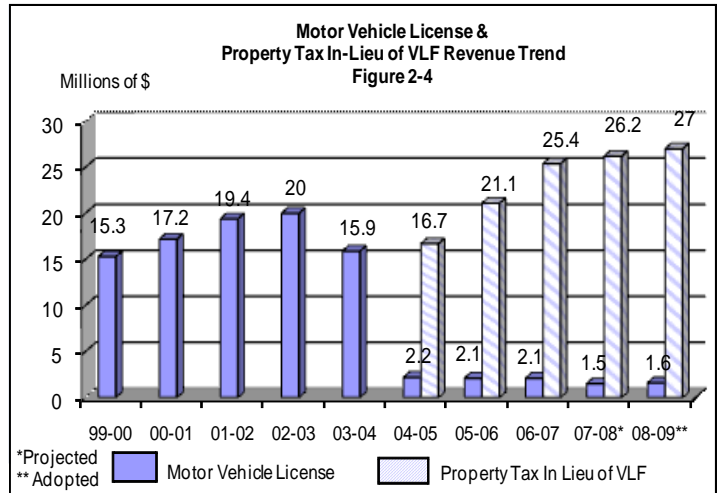
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	MAJOR REVENUE SOURCES TOTAL	139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

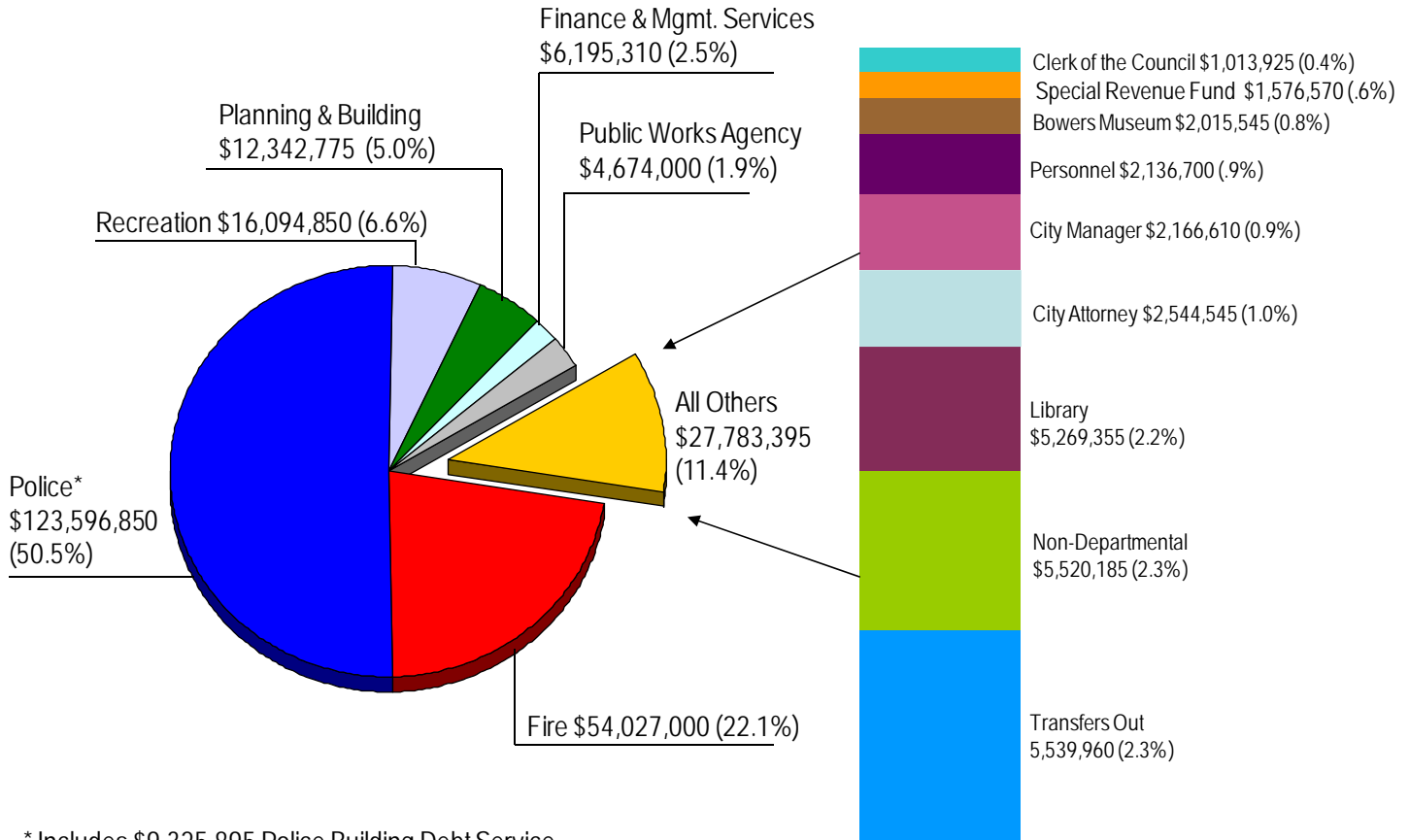
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

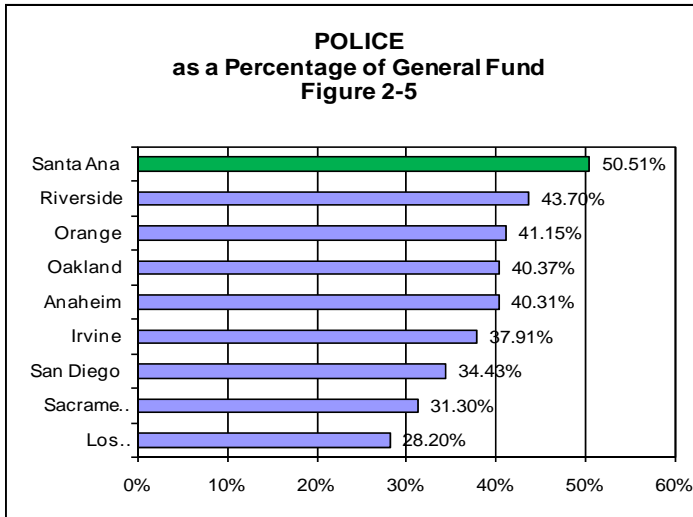
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

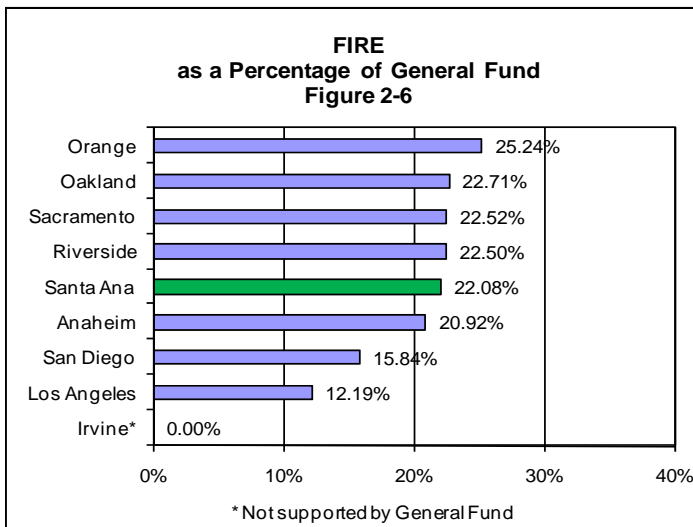
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

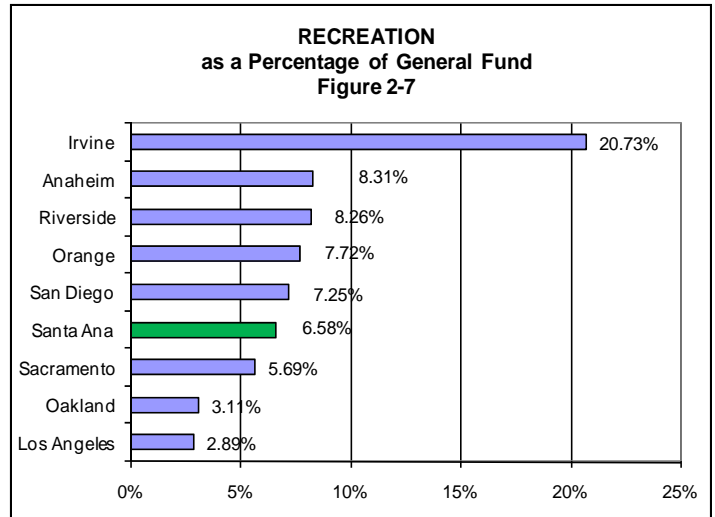


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

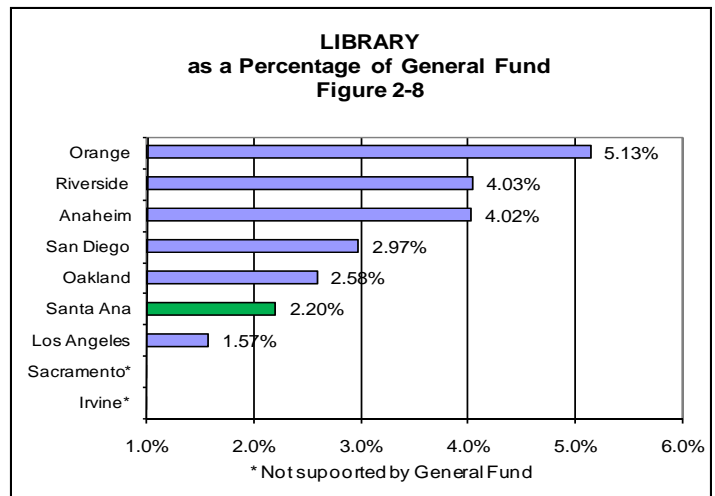


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00
	<i>*.5 of attorney funded by Police Department</i>				
	<i>*1 Senior Paralegal funded by Risk Management</i>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
 Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>781,064</u>	<u>847,163</u>	<u>1,043,020</u>	<u>1,142,065</u>
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	<u>60,282</u>	<u>80,747</u>	<u>84,610</u>	<u>82,610</u>
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	<u>7,341</u>	<u>19,113</u>	<u>20,395</u>	<u>10,395</u>
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	<u>131,165</u>	<u>139,315</u>	<u>147,875</u>	<u>156,435</u>
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	<u>181,027</u>	<u>203,341</u>	<u>197,155</u>	<u>197,155</u>
	TOTAL	<u><u>1,160,878</u></u>	<u><u>1,289,679</u></u>	<u><u>1,493,055</u></u>	<u><u>1,588,660</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	<u>12.00</u>	<u>6.00</u>	<u>12.00</u>	<u>6.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p>Action Plan for FY 2007-2008</p> <p>**Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND
Outreach Services & Community History					11
					Activity
					215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u><u>8.00</u></u>	<u><u>23.00</u></u>	<u><u>8.00</u></u>	<u><u>25.00</u></u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Building Services		11-260		
Statement of Purpose				
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of senior centers maintained weekly	2	2	2	2
# of recreation centers maintained weekly	10	10	10	10
# of park restroom facilities maintained once a week	28	28	28	28
# of other park buildings maintained	42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			11
Park Building Services		Activity			260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	29,721	33,289	0	0
6151	Retirement Plan	2,271	1,962	0	0
6171	Employees Insurance	5,715	4,982	0	0
6172	Retiree Medical Insurance	245	113	0	0
6181	Compensation Insurance	4,217	3,680	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0
	TOTAL	634,667	1,192,779	731,105	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1409 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1474 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1468 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Prevention		011-321		
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	0	6,335	0	0	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635	
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	0	220,531	265,530	287,275
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	0	585,728	552,960	496,960
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	0	13,026	33,000	10,000
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	0	780	0	0
	TOTAL	0	820,065	851,490	794,235
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u>3.00</u>		<u>3.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	<u>60,529</u>	<u>55,366</u>	<u>37,375</u>	<u>54,705</u>	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	<u>37,373</u>	<u>0</u>	<u>0</u>	<u>110,760</u>	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	<u>14,148</u>	<u>28,165</u>	<u>26,000</u>	<u>10,000</u>	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	<u>24,940</u>	<u>29,465</u>	<u>33,725</u>	<u>34,320</u>	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	<u>429</u>	<u>262</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	<u><u>925,533</u></u>	<u><u>833,595</u></u>	<u><u>737,270</u></u>	<u><u>1,139,440</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 333			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100
6151	Retirement Plan	533,697	621,314	742,065	843,750
6161	Medicare Insurance	32,427	38,807	40,695	50,495
6171	Employees Insurance	372,023	426,090	498,210	566,360
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075
6181	Compensation Insurance	212,666	248,656	265,415	280,235
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380
6211	Communications	6,026	5,766	6,000	6,000
6221	Training & Transportation	13,215	22,197	13,000	13,000
6251	Other Agency Services	263	202	500	500
6281	M&R Machinery & Equipment	392	0	0	0
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700
6391	Other Material & Supplies	37,658	38,768	40,000	40,000
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000
6511	Equipment Rental, City	402,985	429,605	479,345	501,935
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935
6641	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3380	Technology Support Administrator	1.00		1.00		
3300	Police Sergeant	2.00		2.00		
3200	Police Officer	2.00		2.00		
2930	Police Systems Manager (1)	0.00		1.00		
0990	Senior Systems Administrator	1.00		1.00		
6470	Systems Support Analyst (2)	1.00		0.00		
1470	Senior Programmer Analyst	1.00		1.00		
3990	Crime/Research Analyst	4.00		4.00		
1060	Systems Technician-WNT	1.00		1.00		
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>		
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>	
(1)	New position					
(2)	Eliminated 1 position					

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Animal Services	011-339			
Statement of Purpose				
<i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<p>* Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items.</p> <p>* Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations.</p>				
Action Plan for FY 2008-09				
<p>* Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release.</p> <p>* Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets.</p> <p>* Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Records Services	011-345			
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT Communications		FUND Activity			11 346
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	<u>26,080</u>	<u>28,962</u>	<u>93,125</u>	<u>98,295</u>
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	<u>142,131</u>	<u>164,642</u>	<u>166,305</u>	<u>177,575</u>
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	<u>5,958</u>	<u>4,239</u>	<u>3,770</u>	<u>3,770</u>
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	<u>0</u>	<u>6,545</u>	<u>7,645</u>	<u>7,740</u>
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	<u><u>3,703,346</u></u>	<u><u>4,192,390</u></u>	<u><u>4,612,425</u></u>	<u><u>4,880,890</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	<u>8.00</u>		<u>8.00</u>	
	TOTAL	<u><u>44.00</u></u>	<u><u>0.00</u></u>	<u><u>44.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Building & Facility	011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Homeland Security

PROGRAM
011-353

Statement of Purpose

To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.

SERVICE PROGRAM

Police Services

- * Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds
- * Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster
- * Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region
- * Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security
- * Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
	SECTION 5: SPECIAL REVENUE				
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u><u>110.00</u></u>	<u><u>0.00</u></u>	<u><u>110.00</u></u>	<u><u>0.00</u></u>
<p><i>Notes:</i> Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Community Preservation

PROGRAM
11-509

Statement of Purpose

To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.

Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.

Accomplishments in FY 06-07 & FY 07-08

- * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community.
- * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood.
- * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties.
- * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval.

Action Plan for FY 2008-09

- * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored.
- * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification.
 ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	<u>1,741,035</u>	<u>2,137,962</u>	<u>2,441,165</u>	<u>2,498,860</u>

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY Median Landscaping	PROGRAM 11-637																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 40%; padding: 2px;">Statement of Purpose</th> <td style="padding: 5px;"> <p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p> </td> </tr> <tr> <th style="padding: 2px;">Accomplishments in FY 06-07 & 07-08</th> <td style="padding: 5px;"> <p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. </td> </tr> <tr> <th style="padding: 2px;">Action Plan for FY 2008-09</th> <td style="padding: 5px;"> <p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p> </td> </tr> </table>		Statement of Purpose	<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>	Accomplishments in FY 06-07 & 07-08	<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 	Action Plan for FY 2008-09	<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>																													
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<p>Service Level</p> <p># of neighborhood monuments maintained</p> <p># of street medians maintained</p> <p># of arterial sidewalks maintained</p> <p># of water reservoir areas maintained</p> <p># of parking structure and lots maintained</p> <p># of miscellaneous areas maintained</p> <p># of annual color areas maintained</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%; text-align: center;">21</td> <td style="width: 25%; text-align: center;">47</td> <td style="width: 25%; text-align: center;">47</td> <td style="width: 25%; text-align: center;">N/A</td> </tr> <tr> <td></td> <td style="text-align: center;">45</td> <td style="text-align: center;">28</td> <td style="text-align: center;">28</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td></td> <td style="text-align: center;">11</td> <td style="text-align: center;">13</td> <td style="text-align: center;">13</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td></td> <td style="text-align: center;">6</td> <td style="text-align: center;">6</td> <td style="text-align: center;">6</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td></td> <td style="text-align: center;">8</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td></td> <td style="text-align: center;">4</td> <td style="text-align: center;">24</td> <td style="text-align: center;">24</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td></td> <td style="text-align: center;">0</td> <td style="text-align: center;">11</td> <td style="text-align: center;">11</td> <td style="text-align: center;">N/A</td> </tr> </table>		21	47	47	N/A		45	28	28	N/A		11	13	13	N/A		6	6	6	N/A		8	2	1	N/A		4	24	24	N/A		0	11	11	N/A
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GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

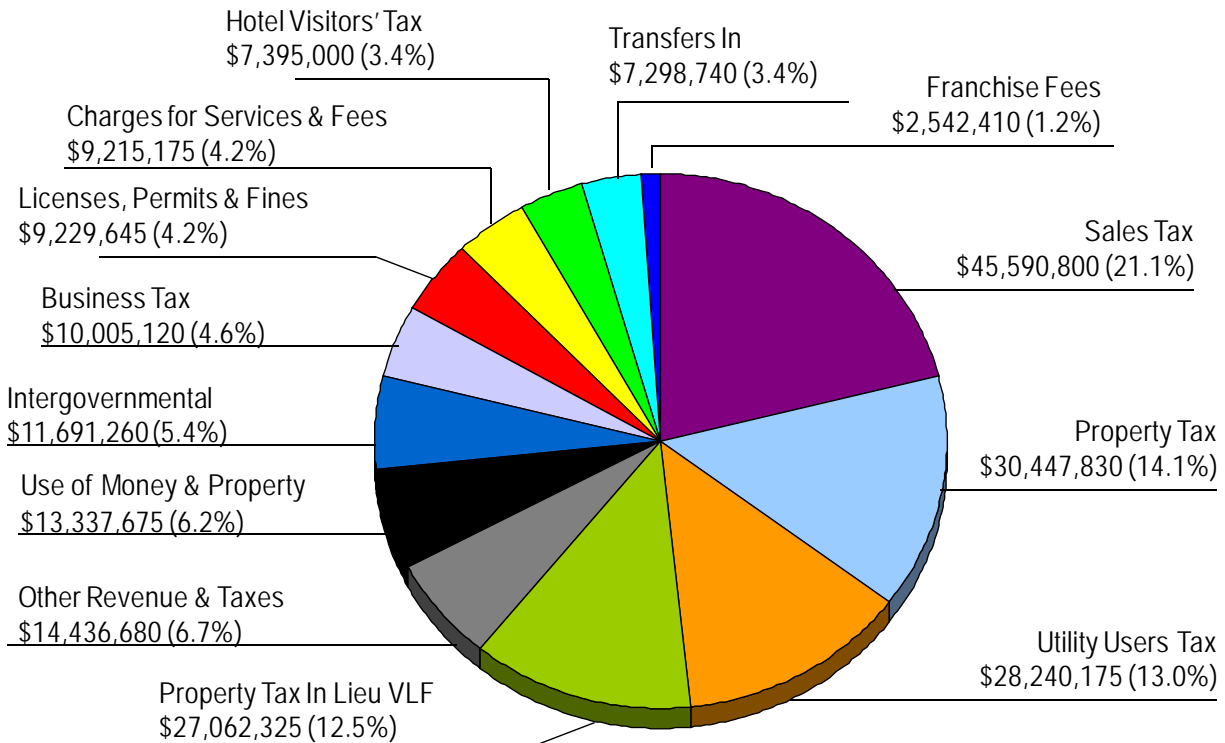
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

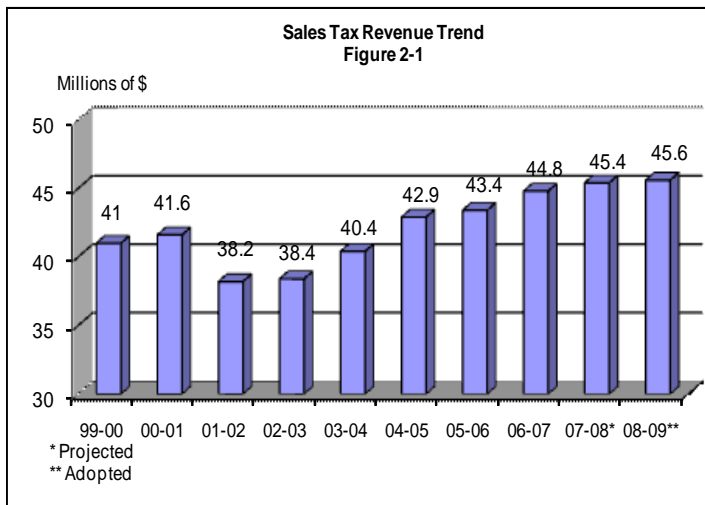
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



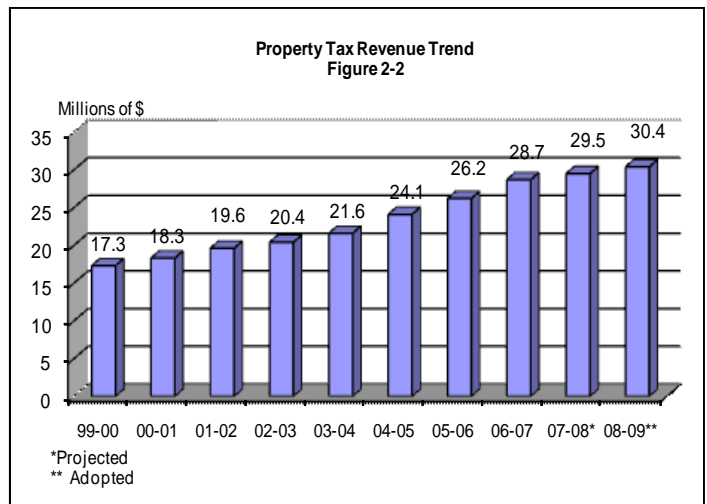
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

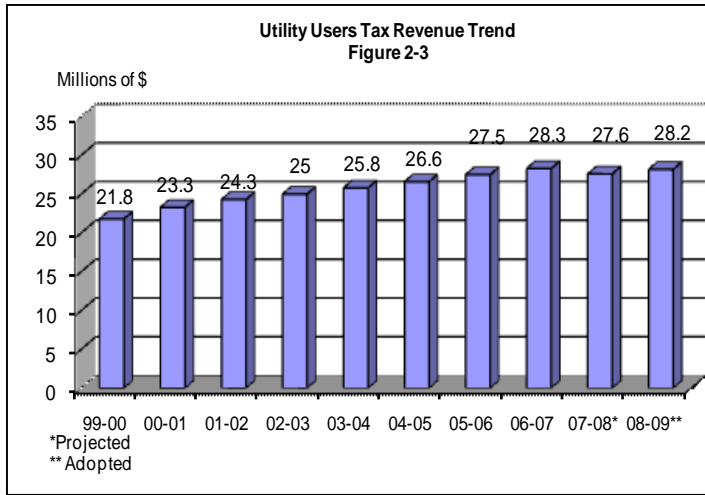


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

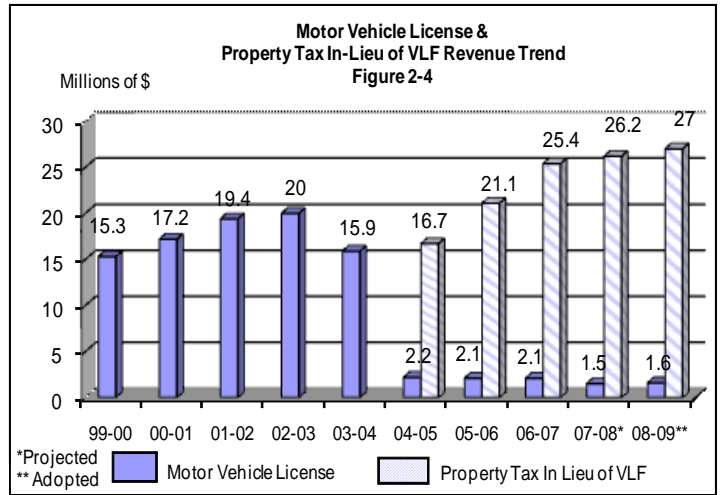
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

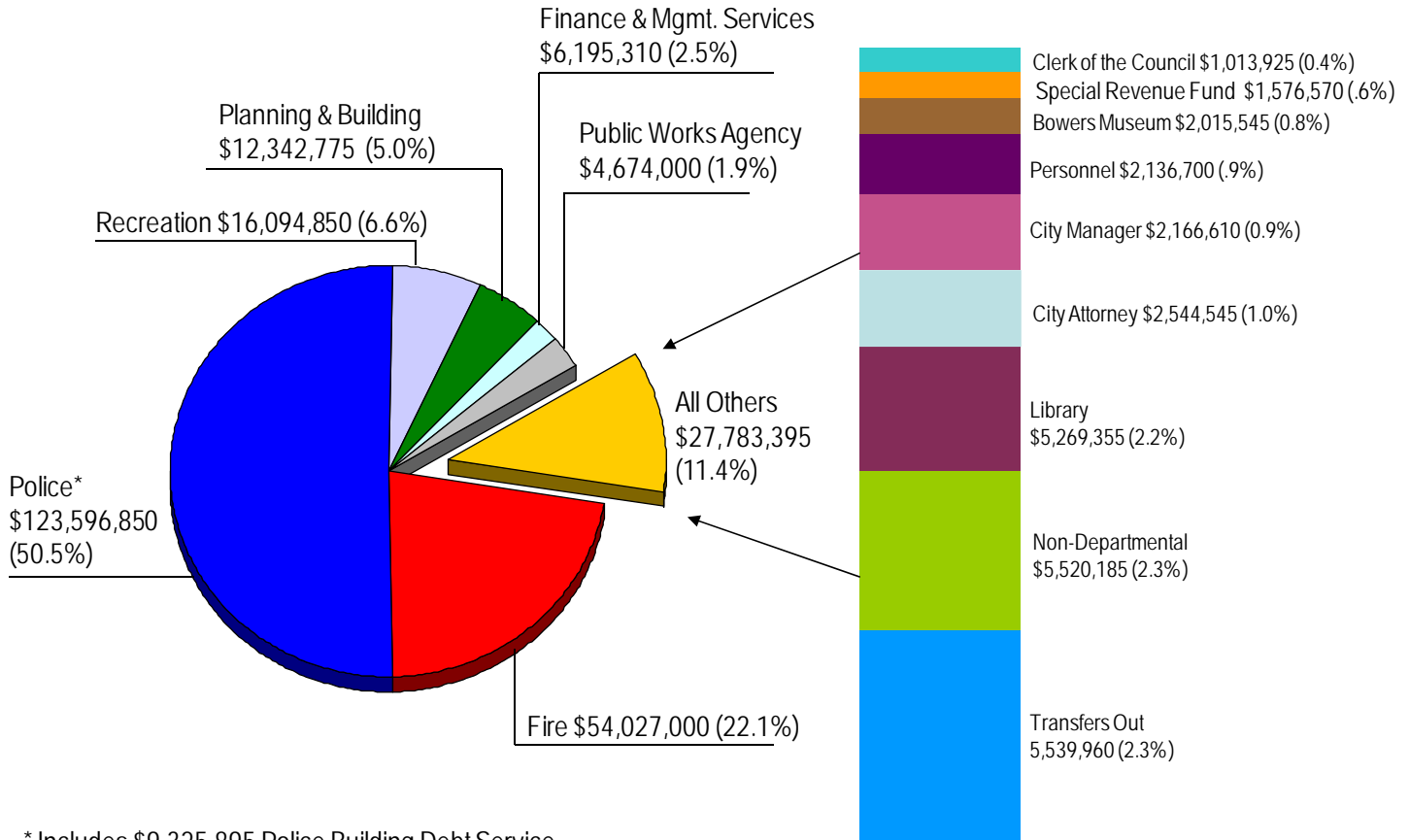
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

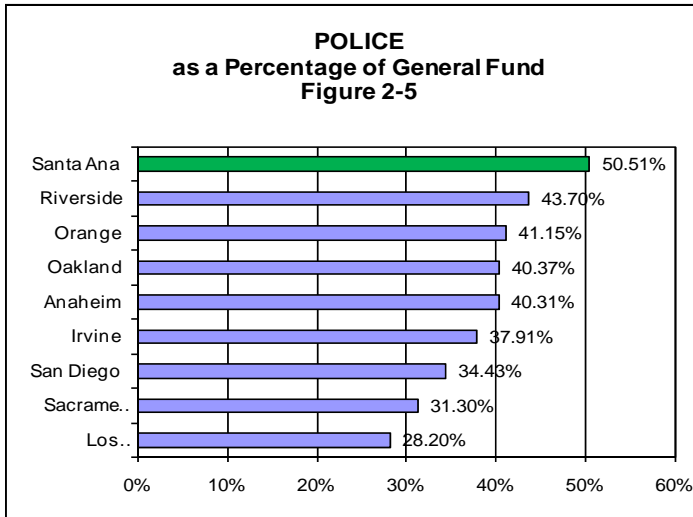
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

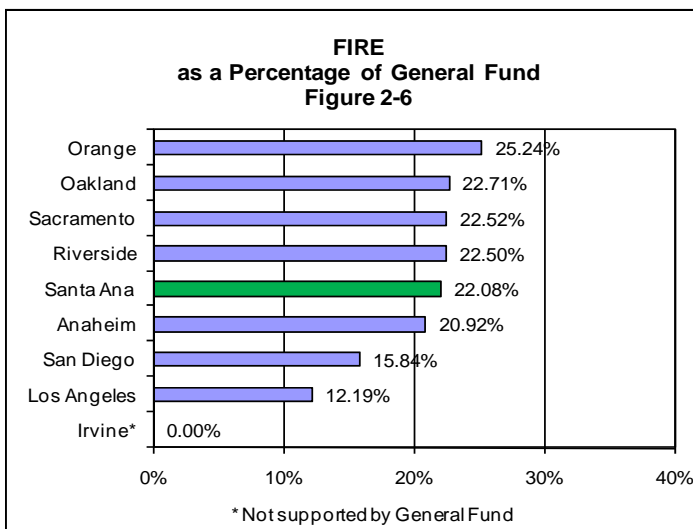
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

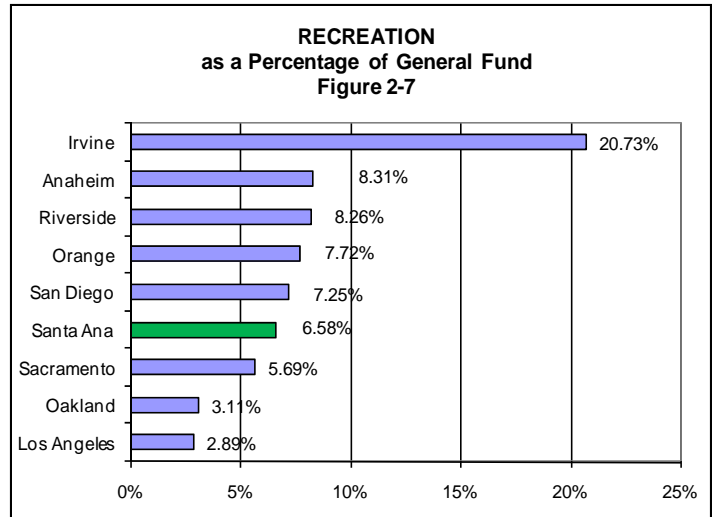


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

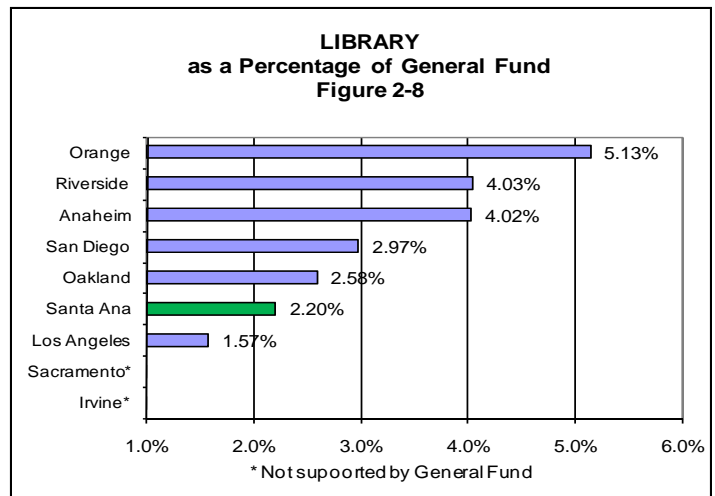


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021	Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
	TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	452,635	506,414	593,785	621,155
6200	Contractual	29,142	160,896	40,315	309,415
6300	Commodities	44,721	46,197	45,700	45,700
6500	Fixed Charges	33,515	35,585	35,840	37,655
6600	Capital	2,018	296	0	0
	TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	
	TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1690	City Attorney	1.00		1.00		
1650	Chief Assistant City Attorney	2.00		2.00		
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50		
2790	Legal Management Assistant	1.00		1.00		
7120	Senior Legal Secretary	2.00		2.00		
7150	Senior Legal Office Assistant	1.00		1.00		
1670	Paralegal	0.00		0.00		
1675	Senior Paralegal	2.00		2.00		
9070	Senior Clerical Aide (PT)		1.00		1.00	
	SUBTOTAL	17.50	1.00	17.50	1.00	
1620	Assistant City Attorney (PD)	0.50		0.50		
1675	Senior Paralegal (Liability Fund)	1.00		1.00		
		1.50	0.00	1.50	0.00	
	TOTAL	19.00	1.00	19.00	1.00	
	<i>*.5 of attorney funded by Police Department</i>					
	<i>*1 Senior Paralegal funded by Risk Management</i>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u>143.00</u>	<u>41.00</u>	<u>141.00</u>	<u>43.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00
<i>1 Supervising Accountant charged to I.S. Strategic Plan Fund.</i> <i>1 Senior Accountant charged to I.S. Strategic Plan Fund</i> <i>1 Accountant II charged to Community Development Agency (CDA)</i>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
 Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p>Action Plan for FY 2007-2008</p> <p>**Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	1,079,905	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	333,430	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	75,235	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	27,715	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	0	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	1,516,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Stadium		Activity 244			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			11
Park Building Services		Activity			260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	29,721	33,289	0	0
6151	Retirement Plan	2,271	1,962	0	0
6171	Employees Insurance	5,715	4,982	0	0
6172	Retiree Medical Insurance	245	113	0	0
6181	Compensation Insurance	4,217	3,680	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0
	TOTAL	634,667	1,192,779	731,105	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	<u>1,755,389</u>	<u>2,039,789</u>	<u>2,673,370</u>	<u>2,886,385</u>
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	<u>243,783</u>	<u>287,548</u>	<u>137,890</u>	<u>165,615</u>
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	<u>204,988</u>	<u>234,169</u>	<u>217,450</u>	<u>220,450</u>
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	<u>199,620</u>	<u>199,050</u>	<u>214,565</u>	<u>215,595</u>
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	<u>673</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>2,404,453</u>	<u>2,760,555</u>	<u>3,243,275</u>	<u>3,488,045</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	<u>16.00</u>	<u>119.00</u>	<u>16.00</u>	<u>123.00</u>

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1463 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	0	6,335	0	0	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635	
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT Fire Suppression & EMS	PROGRAM 011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

- Prepare and monitor the annual budget process
- Prepare monthly forecasts of financial position, including expenditures and revenues
- Provide budgetary & fiscal expertise to Fire Management
- Provide cause & effect and cost analyst of a budgetary nature

Purchasing

- Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

- Process Direct Payment Vouchers for payment of invoices
- Process Direct Payment Vouchers for reimbursements to employees
- Maintain proper Petty Cash accountability

Administration

- Monitor agreements & contracts for compliance
- Prepare & process certifications for hiring, separations and salary changes
- Prepare the Department's Requests for Council Actions
- Prepare the Departmental revenue deposits going to Treasury

Payroll

- Process the semi-monthly payroll
- Research and resolve payroll questions
- Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fiscal & Budget					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	257,760	275,285	
6131	Salaries & Wages-Temporary	0	0	19,440	0	
6141	Salaries & Wages-Overtime	0	0	2,625	2,760	
6151	Retirement Plan	0	0	20,335	21,295	
6161	Medicare Insurance	0	0	2,475	2,550	
6171	Employees Insurance	0	0	40,775	46,265	
6172	Retiree Medical Insurance	0	0	2,355	3,030	
6181	Compensation Insurance	0	0	4,560	4,250	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>	
6211	Communications	0	0	840	840	
6221	Training & Transportation	0	0	1,000	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>	
6391	Other Material & Supplies	0	0	3,775	3,275	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
00151	Principal Management Analyst	1.00		1.00		
07090	Lead Accounting Assistant	1.00		1.00		
07010	Accounting Assistant	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	1.00		1.00	
7310	Sr Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL	5.50	0.00	5.50	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u><u>1,888,999</u></u>	<u><u>1,980,638</u></u>	<u><u>2,508,070</u></u>	<u><u>2,540,845</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u><u>15.00</u></u>	<u><u>0.00</u></u>	<u><u>15.00</u></u>	<u><u>0.00</u></u>

(1)	New position
(2)	Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Animal Services	011-339			
Statement of Purpose				
<i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Crimes Against Persons		011-341		
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	183,591	281,115	247,715	282,355
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	140,618	199,131	206,420	206,420
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	13,966	23,176	31,400	28,400
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	17,761	26,305	19,685	39,755
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	3,383,455	5,101,659	5,774,540	5,800,830

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	33.00	0.00	33.00	0.00

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</p> <p>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND 11
Administrative Services					Activity 503
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	<u>815,885</u>	<u>719,069</u>	<u>908,230</u>	<u>1,046,815</u>
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	<u>461,837</u>	<u>53,803</u>	<u>539,365</u>	<u>590,980</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	<u>5,412</u>	<u>4,890</u>	<u>9,110</u>	<u>9,110</u>
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	<u>548,895</u>	<u>582,680</u>	<u>613,580</u>	<u>643,855</u>
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>15,410</u>	<u>0</u>	<u>0</u>	<u>0</u>
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	<u>124,387</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,971,825</u></u>	<u><u>1,360,442</u></u>	<u><u>2,070,285</u></u>	<u><u>2,290,760</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	<u><u>8.00</u></u>	<u><u>1.00</u></u>	<u><u>8.00</u></u>	<u><u>1.00</u></u>

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		<u>ACTUAL</u> <u>FY 05-06</u>	<u>ACTUAL</u> <u>FY 06-07</u>	<u>PROJECTED</u> <u>FY 07-08</u>	<u>APPROVED</u> <u>FY 08-09</u>
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012 <i>Non Departmental</i>					
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106 <i>MacArthur Place Development</i>					
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179 <i>Computer Modification</i>					
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244 <i>Stadium Parking Lot Landscape</i>					
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250 <i>Park Improvements</i>					
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271 <i>Recreation Improvements</i>					
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615 <i>City Facility Improvements</i>					
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631 <i>Transportation - Street</i>					
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

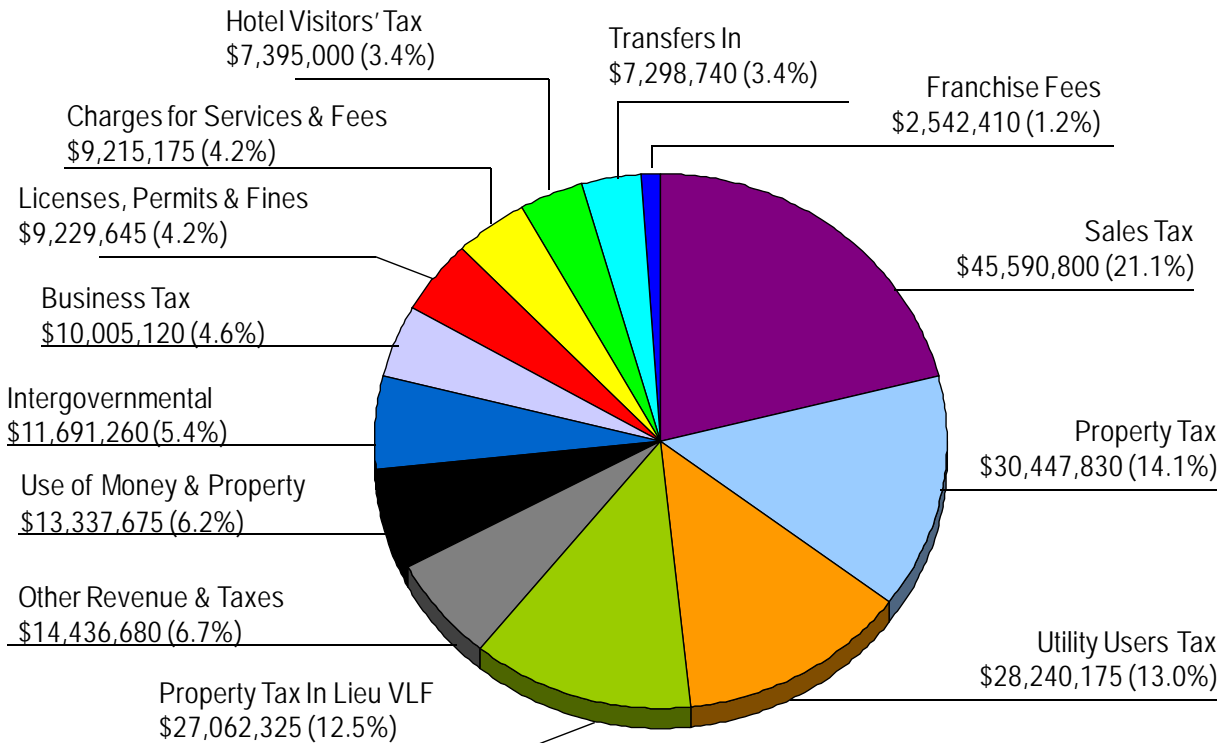
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

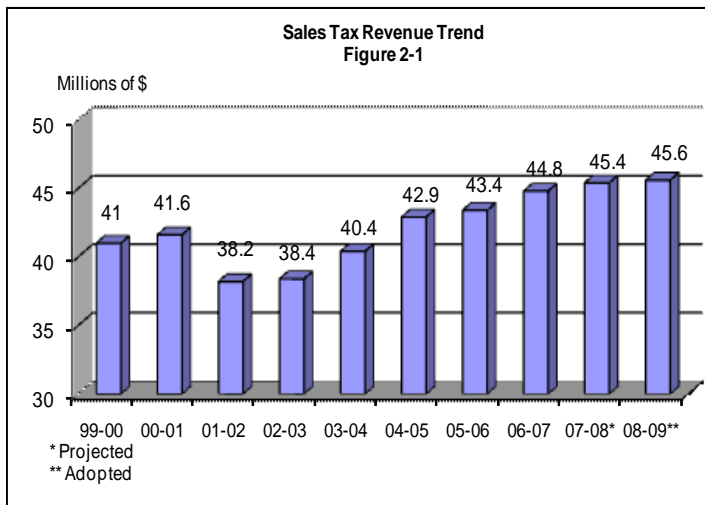
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



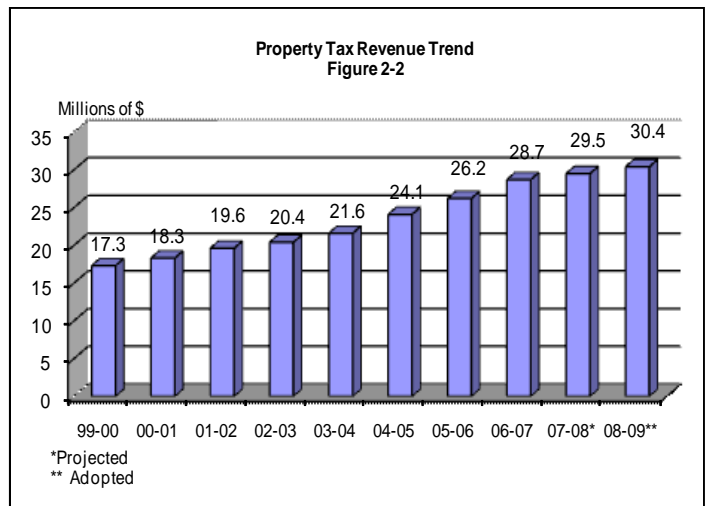
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

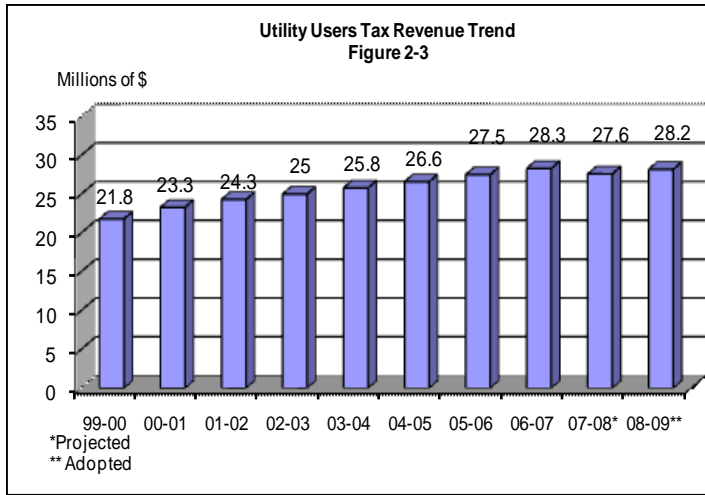


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

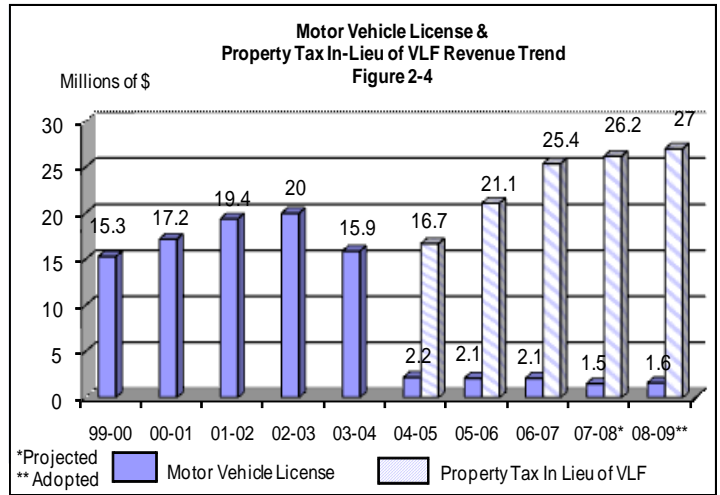
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

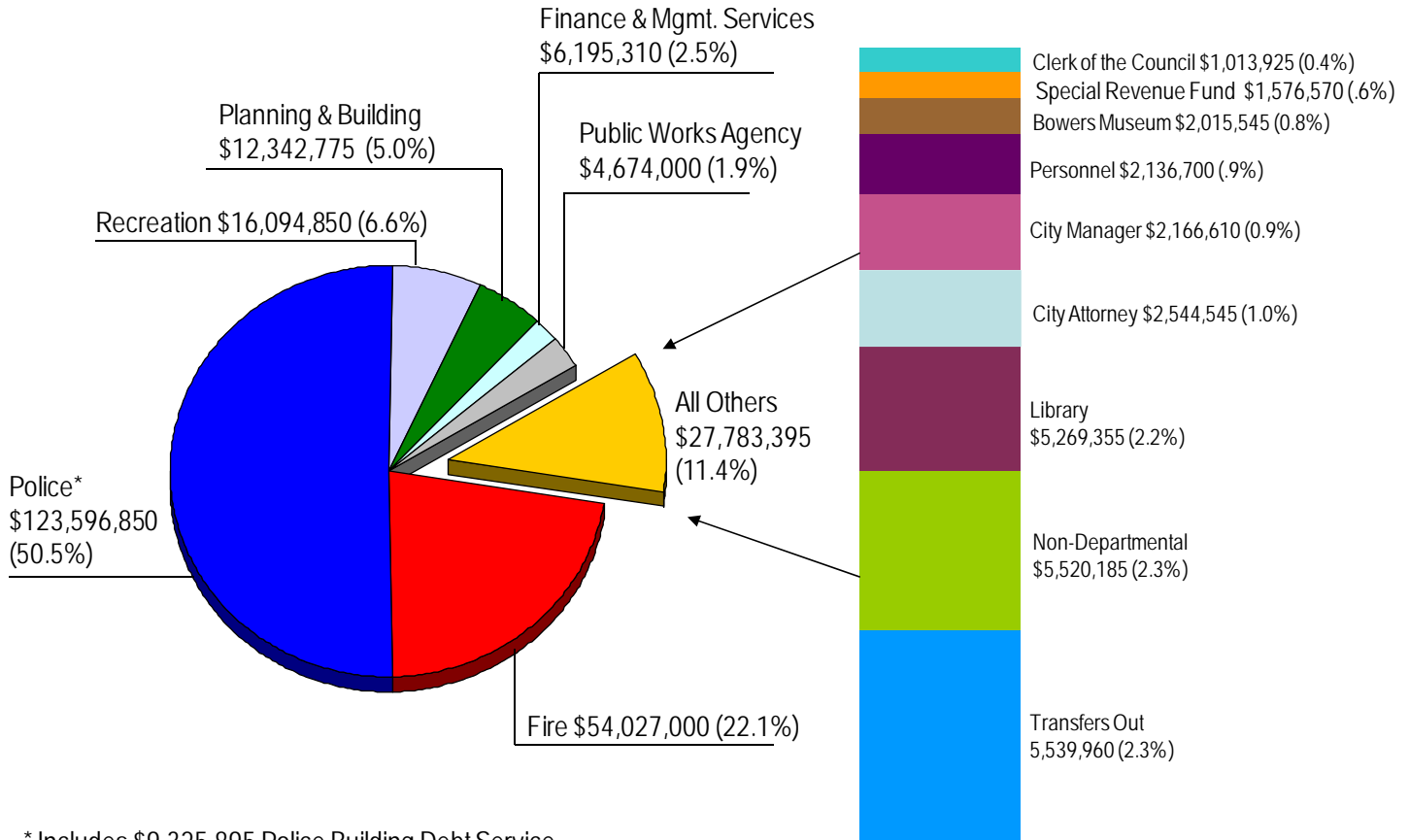
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

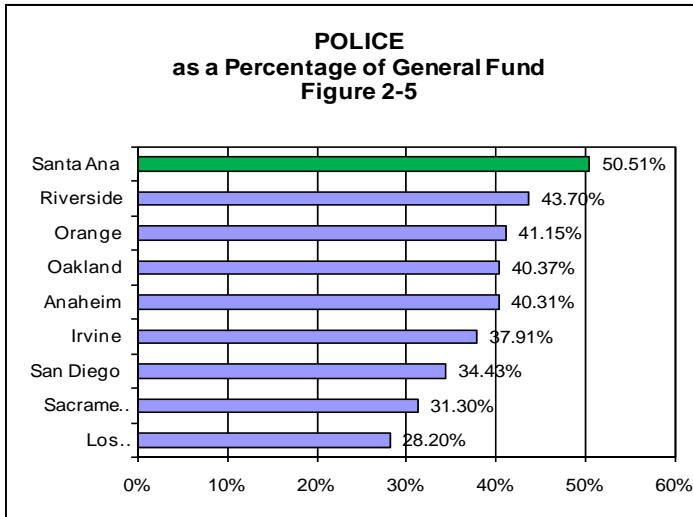
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

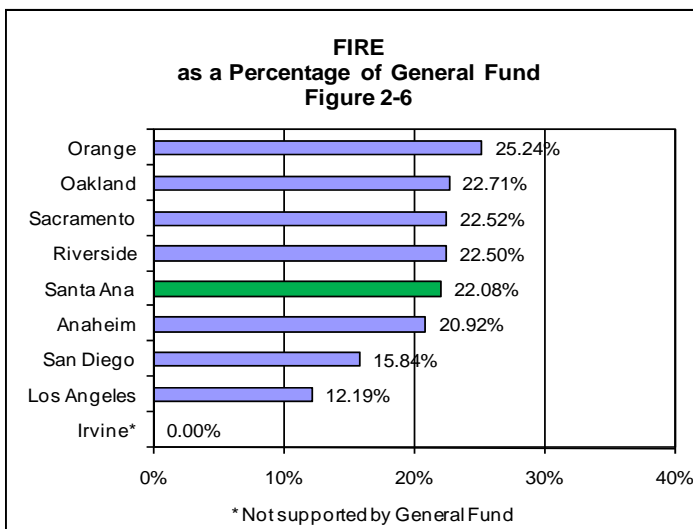
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

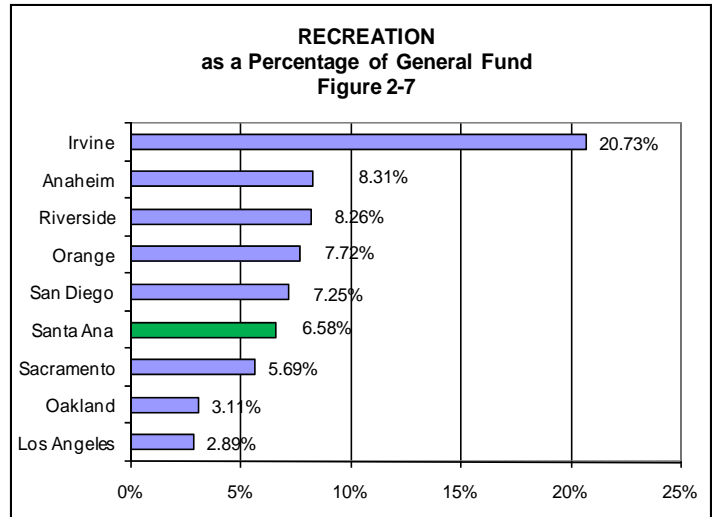


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

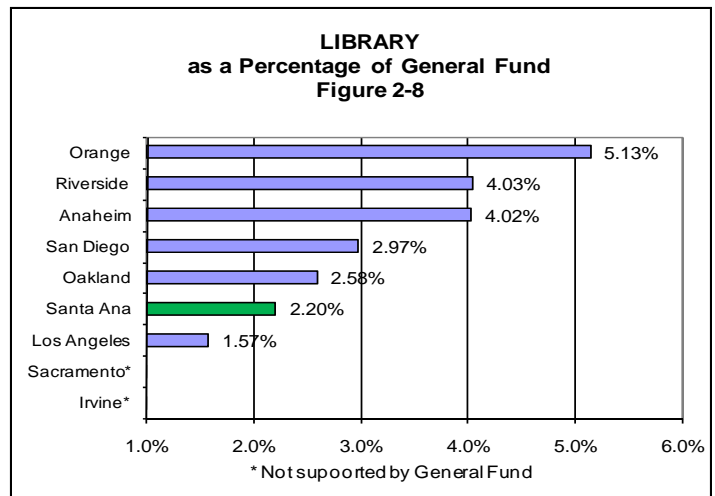


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
6100 Personnel	452,635	506,414	593,785	621,155		
6200 Contractual	29,142	160,896	40,315	309,415		
6300 Commodities	44,721	46,197	45,700	45,700		
6500 Fixed Charges	33,515	35,585	35,840	37,655		
6600 Capital	2,018	296	0	0		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time	
1990 Clerk of the Council	1.00		1.00			
1700 Chief Assistant Clerk of the Council	1.00		1.00			
7290 Senior Deputy Clerk of the Council	2.00		2.00			
7050 Deputy Clerk of the Council	1.00		1.00			
7050 Sr. Administrative Intern	0.00	2.00	0.00			
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>		

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00
<i>1 Supervising Accountant charged to I.S. Strategic Plan Fund.</i> <i>1 Senior Accountant charged to I.S. Strategic Plan Fund</i> <i>1 Accountant II charged to Community Development Agency (CDA)</i>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND	11
Outreach Services & Community History					Activity	215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,312	2,883	0	0	0
6131	Salaries & Wages-Temporary	692	237	0	0	0
6151	Retirement Plan	(223)	0	0	0	0
6161	Medicare Insurance	(4)	40	0	0	0
6171	Employees Insurance	7	231	0	0	0
6172	Retiree Medical Insurance	(5)	0	0	0	0
6181	Compensation Insurance	4	17	0	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0	0
6211	Communications	9,132	0	0	0	0
6221	Training & Transportation	75	0	0	0	0
6251	Other Agency Services	0	0	0	0	0
6291	Other Contractual Services	0	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0	0
6571	Building & Site Rental	0	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1411 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1466 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	<u>60,529</u>	<u>55,366</u>	<u>37,375</u>	<u>54,705</u>	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	<u>37,373</u>	<u>0</u>	<u>0</u>	<u>110,760</u>	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	<u>14,148</u>	<u>28,165</u>	<u>26,000</u>	<u>10,000</u>	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	<u>24,940</u>	<u>29,465</u>	<u>33,725</u>	<u>34,320</u>	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	<u>429</u>	<u>262</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	<u><u>925,533</u></u>	<u><u>833,595</u></u>	<u><u>737,270</u></u>	<u><u>1,139,440</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fiscal & Budget					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	257,760	275,285	
6131	Salaries & Wages-Temporary	0	0	19,440	0	
6141	Salaries & Wages-Overtime	0	0	2,625	2,760	
6151	Retirement Plan	0	0	20,335	21,295	
6161	Medicare Insurance	0	0	2,475	2,550	
6171	Employees Insurance	0	0	40,775	46,265	
6172	Retiree Medical Insurance	0	0	2,355	3,030	
6181	Compensation Insurance	0	0	4,560	4,250	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>	
6211	Communications	0	0	840	840	
6221	Training & Transportation	0	0	1,000	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>	
6391	Other Material & Supplies	0	0	3,775	3,275	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
00151	Principal Management Analyst	1.00		1.00		
07090	Lead Accounting Assistant	1.00		1.00		
07010	Accounting Assistant	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<p>* Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items.</p> <p>* Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations.</p>				
Action Plan for FY 2008-09				
<p>* Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release.</p> <p>* Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets.</p> <p>* Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area.</p>				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL		n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND 11
Administrative Services					Activity 503
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	<u>815,885</u>	<u>719,069</u>	<u>908,230</u>	<u>1,046,815</u>
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	<u>461,837</u>	<u>53,803</u>	<u>539,365</u>	<u>590,980</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	<u>5,412</u>	<u>4,890</u>	<u>9,110</u>	<u>9,110</u>
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	<u>548,895</u>	<u>582,680</u>	<u>613,580</u>	<u>643,855</u>
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>15,410</u>	<u>0</u>	<u>0</u>	<u>0</u>
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	<u>124,387</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,971,825</u></u>	<u><u>1,360,442</u></u>	<u><u>2,070,285</u></u>	<u><u>2,290,760</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	<u><u>8.00</u></u>	<u><u>1.00</u></u>	<u><u>8.00</u></u>	<u><u>1.00</u></u>

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
TOTAL		<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	----- 1,591,493	----- 1,982,407	----- 1,892,615	----- 1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	----- 21,782	----- 20,130	----- 30,000	----- 30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	----- 127,760	----- 135,425	----- 143,550	----- 143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	----- 0	----- 0	----- 375,000	----- 375,000
	TOTAL	=====	=====	=====	=====
		1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- <u>752,227</u>	----- <u>3,025,309</u>	----- <u>1,713,530</u>	----- <u>109,015</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- <u>9.00</u>		----- <u>0.00</u>	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		1.00	
5330	Police Athletic/Activities League Assistant Director	1.00		1.00	
	TOTAL	2.00		2.00	

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

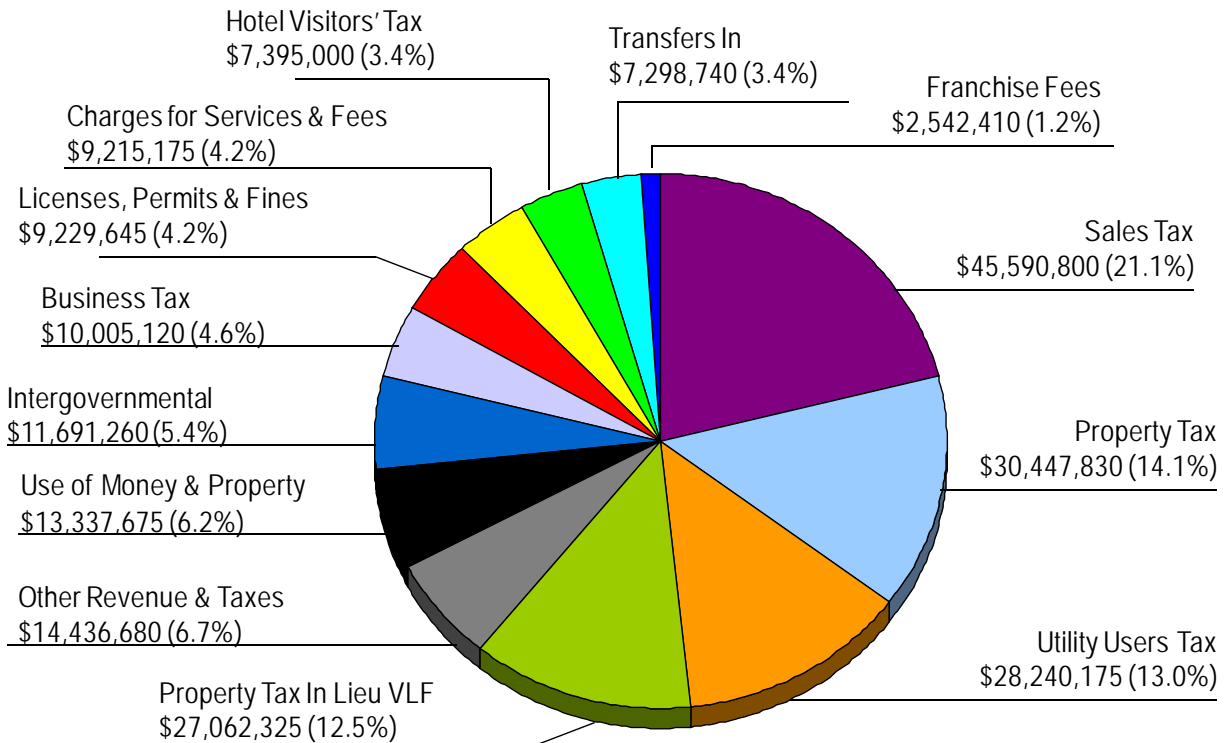
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

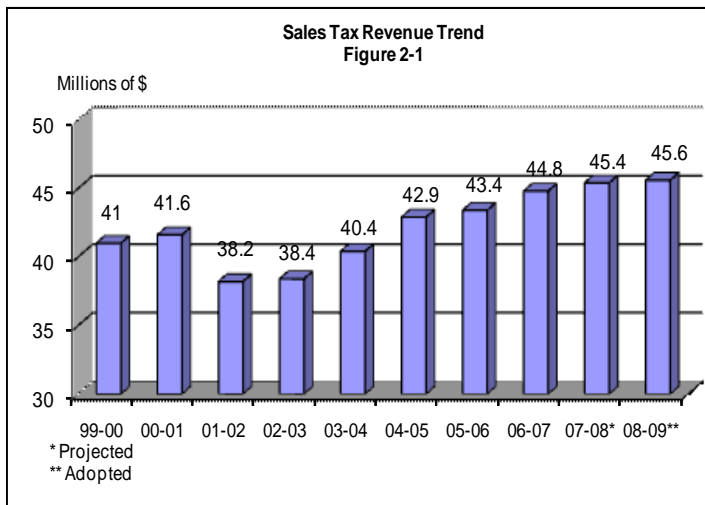
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



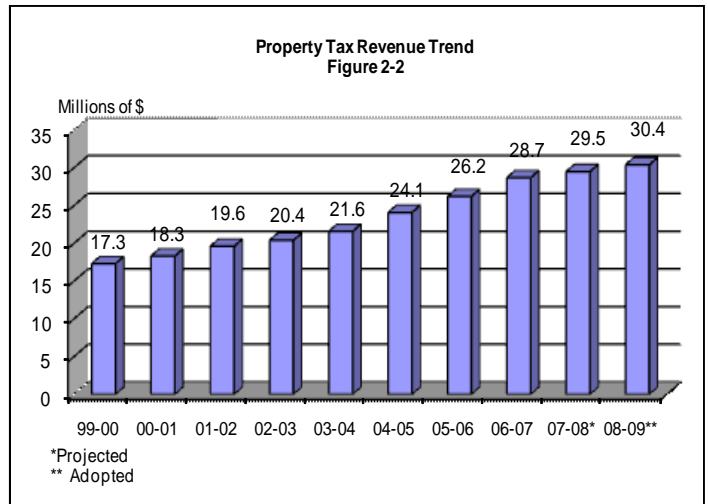
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

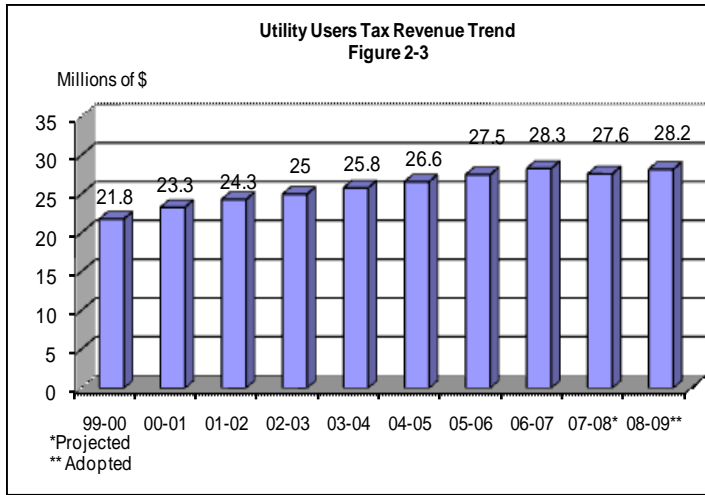


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

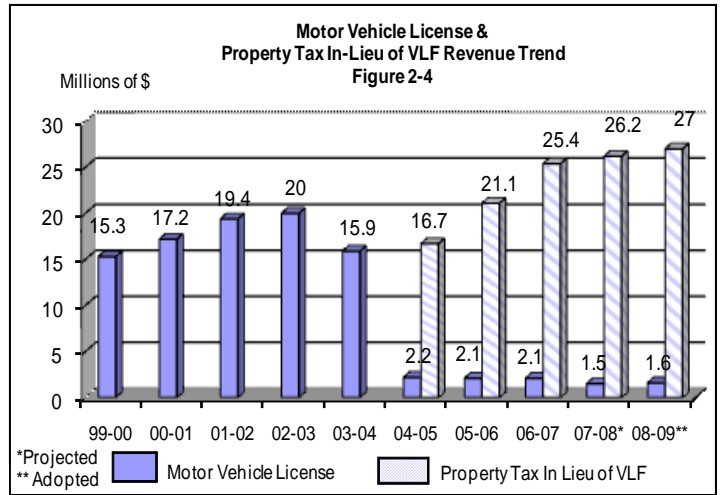
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

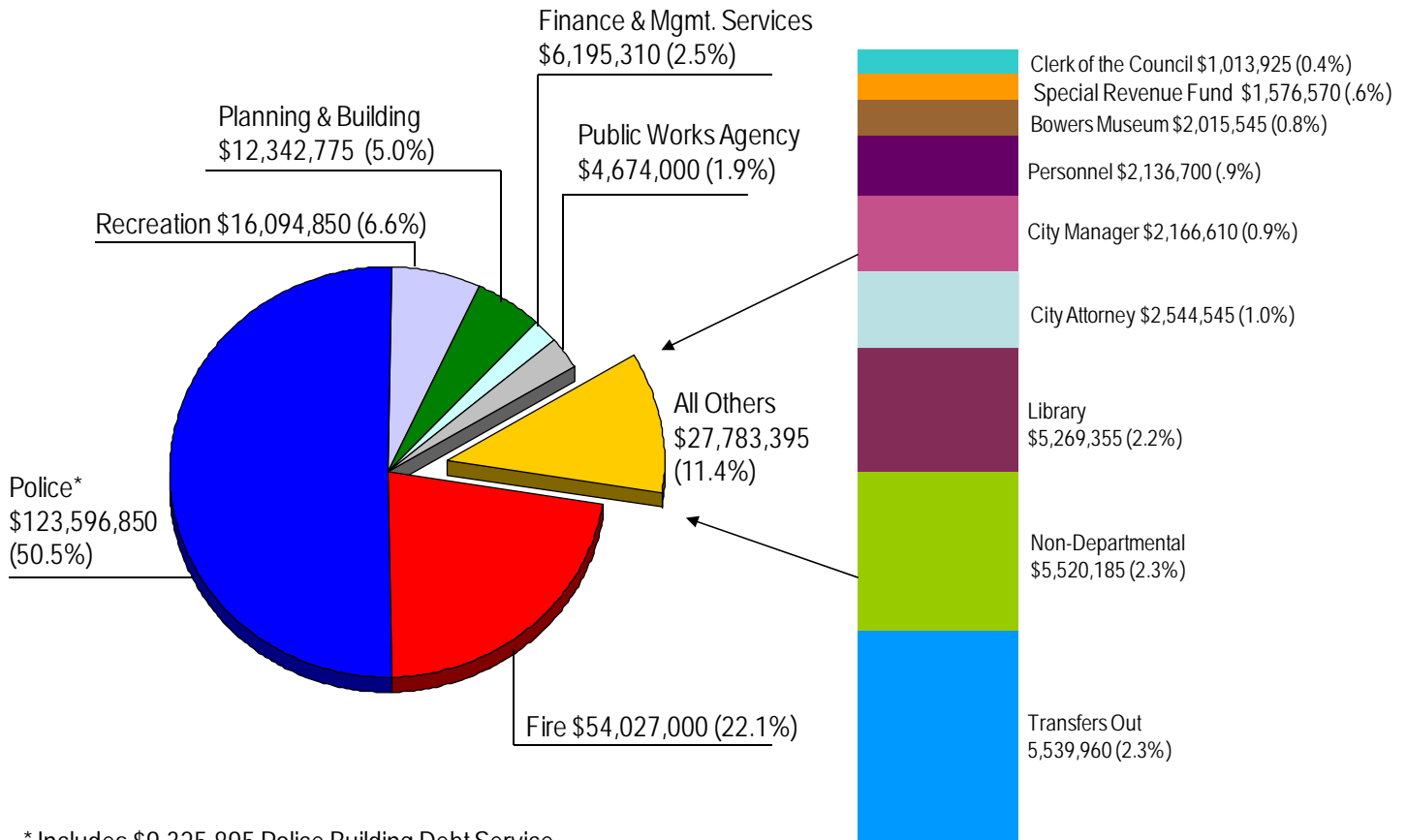
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

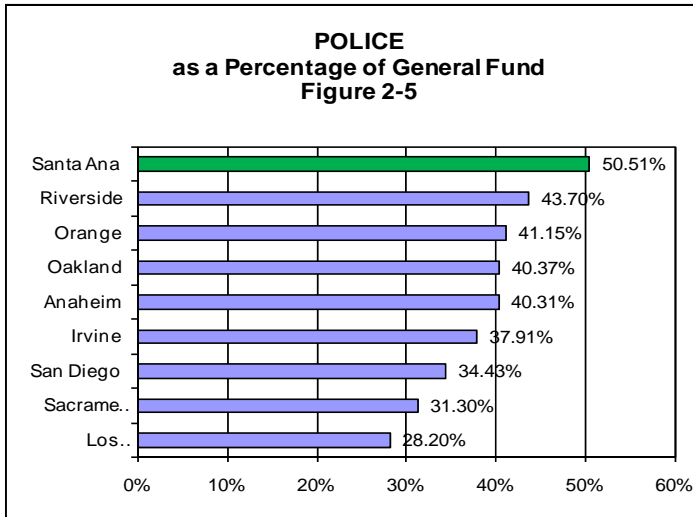
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

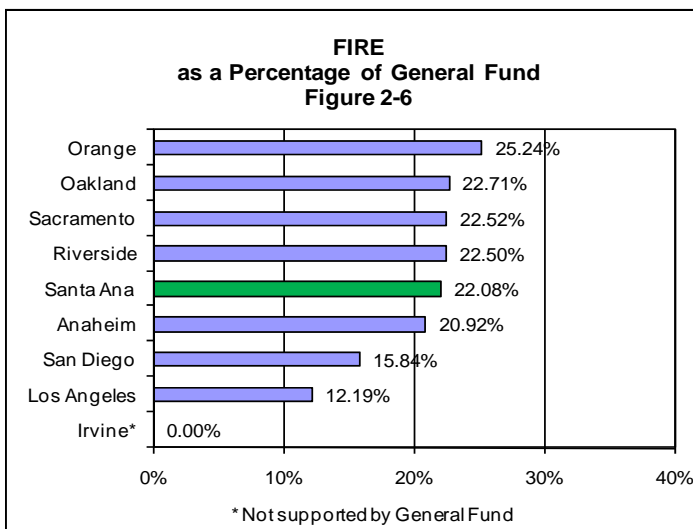
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

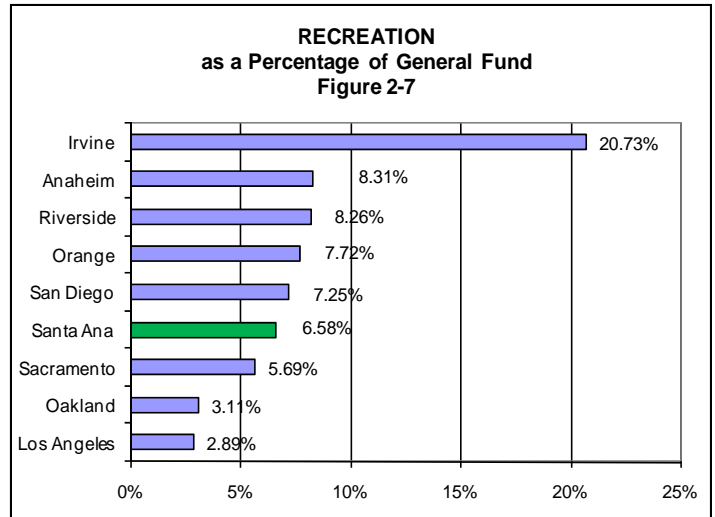


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

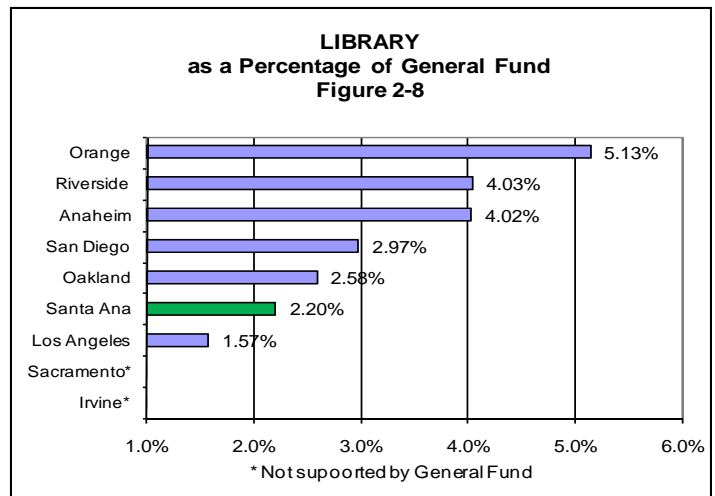


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,035,138</u></u>	<u><u>994,299</u></u>	<u><u>1,518,825</u></u>	<u><u>1,418,365</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p>Action Plan for FY 2007-2008</p> <p>**Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,134,938</u></u>	<u><u>1,218,150</u></u>	<u><u>1,365,000</u></u>	<u><u>1,516,285</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Stadium		Activity 244			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			11
Park Building Services		Activity			260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	29,721	33,289	0	0
6151	Retirement Plan	2,271	1,962	0	0
6171	Employees Insurance	5,715	4,982	0	0
6172	Retiree Medical Insurance	245	113	0	0
6181	Compensation Insurance	4,217	3,680	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0
	TOTAL	634,667	1,192,779	731,105	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	<u>1,755,389</u>	<u>2,039,789</u>	<u>2,673,370</u>	<u>2,886,385</u>
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	<u>243,783</u>	<u>287,548</u>	<u>137,890</u>	<u>165,615</u>
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	<u>204,988</u>	<u>234,169</u>	<u>217,450</u>	<u>220,450</u>
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	<u>199,620</u>	<u>199,050</u>	<u>214,565</u>	<u>215,595</u>
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	<u>673</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>2,404,453</u>	<u>2,760,555</u>	<u>3,243,275</u>	<u>3,488,045</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	<u>16.00</u>	<u>119.00</u>	<u>16.00</u>	<u>123.00</u>

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1463 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>1,413,138</u>	<u>1,595,408</u>	<u>1,495,560</u>	<u>1,652,660</u>	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	<u>38,757</u>	<u>46,156</u>	<u>37,965</u>	<u>48,530</u>	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	<u>28,666</u>	<u>35,948</u>	<u>30,120</u>	<u>16,000</u>	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	<u>71,755</u>	<u>80,225</u>	<u>94,210</u>	<u>104,835</u>	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>6,335</u>	<u>0</u>	<u>0</u>	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	<u>1,640</u>	<u>0</u>	<u>1,635</u>	<u>1,635</u>	
	TOTAL	<u><u>1,553,956</u></u>	<u><u>1,764,072</u></u>	<u><u>1,659,490</u></u>	<u><u>1,823,660</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03185	Administrative Chief/Fire Marshal	1.00		1.00		
03500	Fire Safety Analyst	2.00		2.00		
03440	Fire Safety Specialist III	4.00		4.00		
02950	Fire Education Specialist II	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
03080	Fire Captain	1.00		1.00		
03000	Firefighter	2.00		2.00		
		<u>12.00</u>		<u>12.00</u>		

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u><u>4.00</u></u>		<u><u>4.00</u></u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3390	Police Chief	1.00		1.00		
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	3.00		3.00		
1200	Management Aide	1.00		1.00		
0140	Secretary to the Police Chief	1.00		1.00		
7330	Senior Office Assistant	2.00		2.00		
	TOTAL	9.00	0.00	9.00	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3380	Technology Support Administrator	1.00		1.00		
3300	Police Sergeant	2.00		2.00		
3200	Police Officer	2.00		2.00		
2930	Police Systems Manager (1)	0.00		1.00		
0990	Senior Systems Administrator	1.00		1.00		
6470	Systems Support Analyst (2)	1.00		0.00		
1470	Senior Programmer Analyst	1.00		1.00		
3990	Crime/Research Analyst	4.00		4.00		
1060	Systems Technician-WNT	1.00		1.00		
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>		
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>	
(1)	New position					
(2)	Eliminated 1 position					

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Crimes Against Persons	PROGRAM 011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	255,572	347,973	298,535	425,505
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	68,079	73,201	80,000	80,000
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	11,488	40,179	33,420	45,420
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	125,765	206,370	212,865	220,705
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	2,688	40	0	0
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	5,306,717	7,098,153	7,075,195	8,963,110

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	53.00	0.00	53.00	0.00

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	183,591	281,115	247,715	282,355
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	140,618	199,131	206,420	206,420
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	13,966	23,176	31,400	28,400
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	17,761	26,305	19,685	39,755
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	3,383,455	5,101,659	5,774,540	5,800,830

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	33.00	0.00	33.00	0.00

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<p>* Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items.</p> <p>* Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations.</p>				
Action Plan for FY 2008-09				
<p>* Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release.</p> <p>* Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets.</p> <p>* Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
	TOTAL	n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Regional Narcotics Suppression Program					Activity	352
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975	
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695	
6151	Retirement Plan	135,654	130,266	139,285	159,345	
6161	Medicare Insurance	4,890	3,350	15,805	10,610	
6171	Employees Insurance	65,288	60,908	69,025	72,075	
6172	Retiree Medical Insurance	0	2,820	4,890	5,015	
6181	Compensation Insurance	61,519	56,634	49,385	52,270	
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985	
6211	Communications	0	0	0	0	
	SUBTOTAL CONTRACTUAL	0	0	0	0	
	TOTAL	1,085,559	995,834	964,420	1,072,985	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	1.00		1.00		
3300	Police Sergeant	2.00		2.00		
3200	Police Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services	
<ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
	SECTION 5: SPECIAL REVENUE				
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
	TOTAL	<u>1.32</u>	<u>0.00</u>	<u>1.32</u>	<u>0.00</u>
	TOTAL	<u><u>110.00</u></u>	<u><u>0.00</u></u>	<u><u>110.00</u></u>	<u><u>0.00</u></u>
<p><i>Notes:</i> Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</p> <p>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification.
 ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
TOTAL		<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

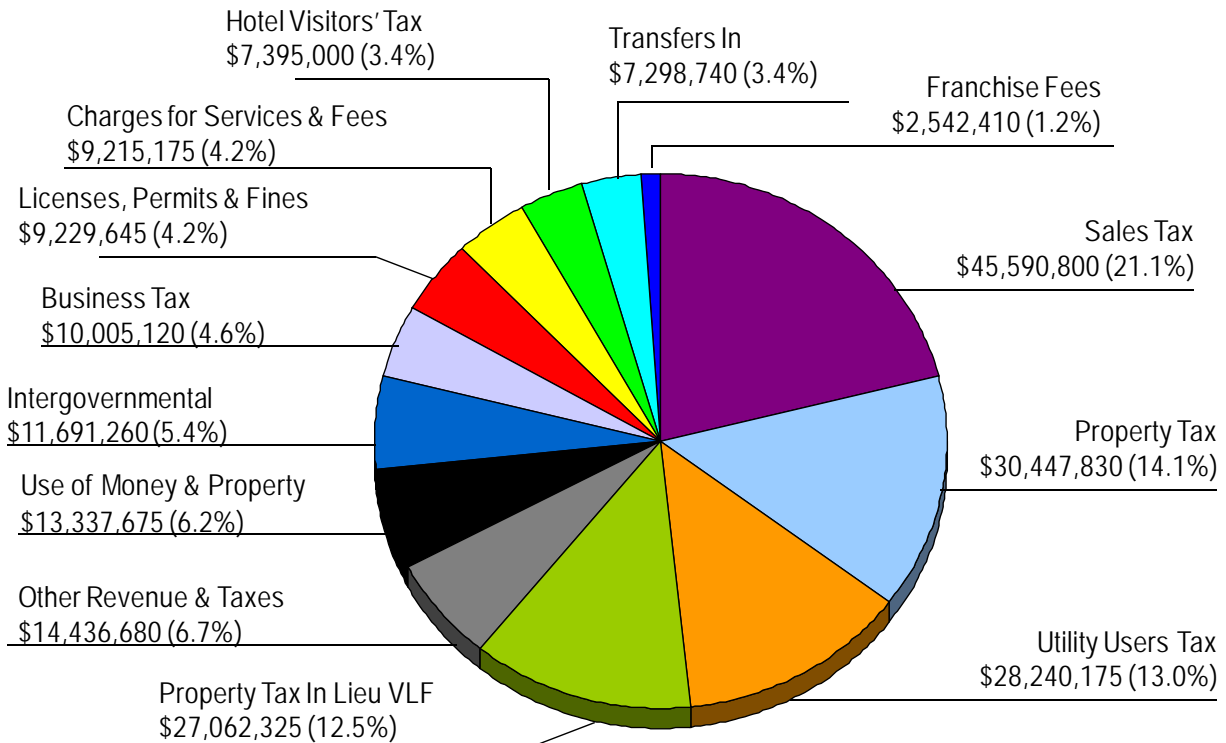
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

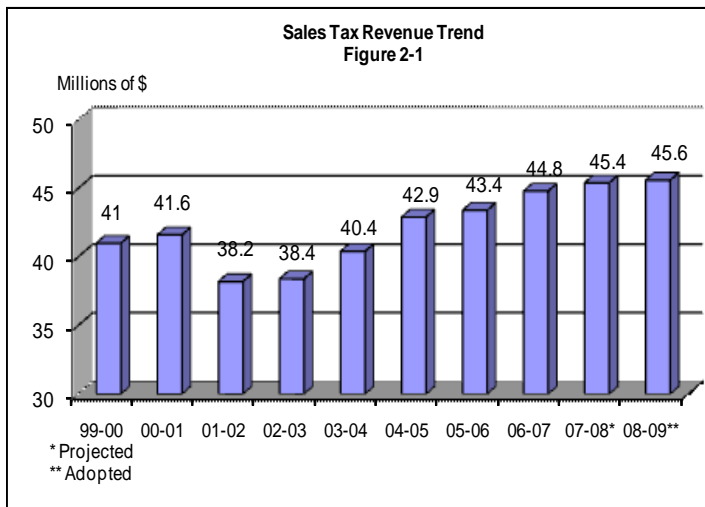
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
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FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



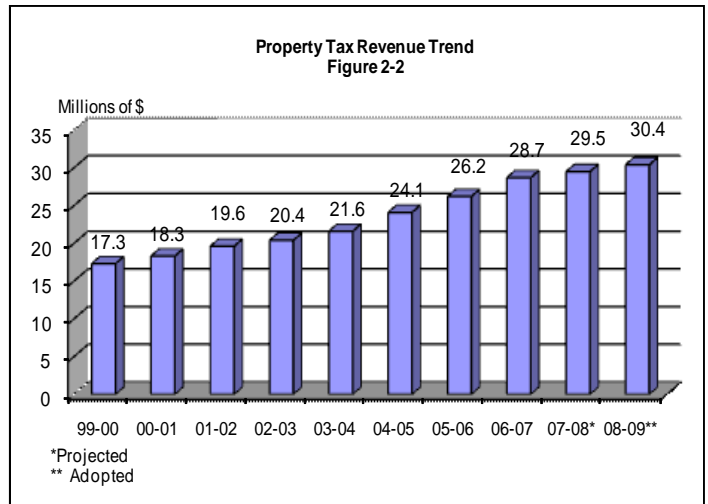
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

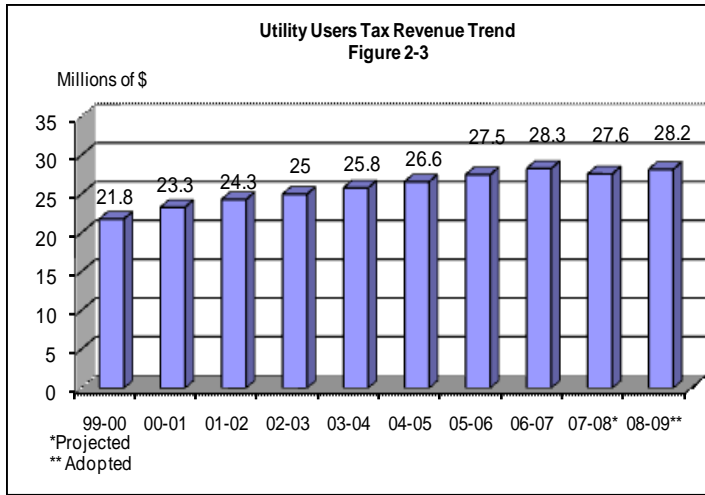


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

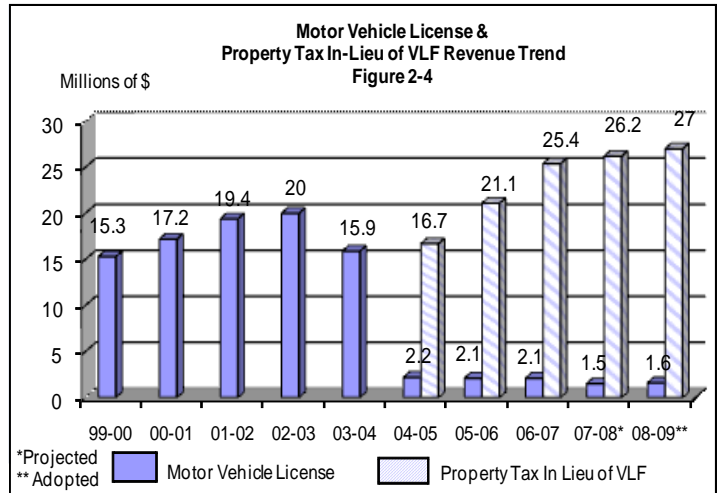
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

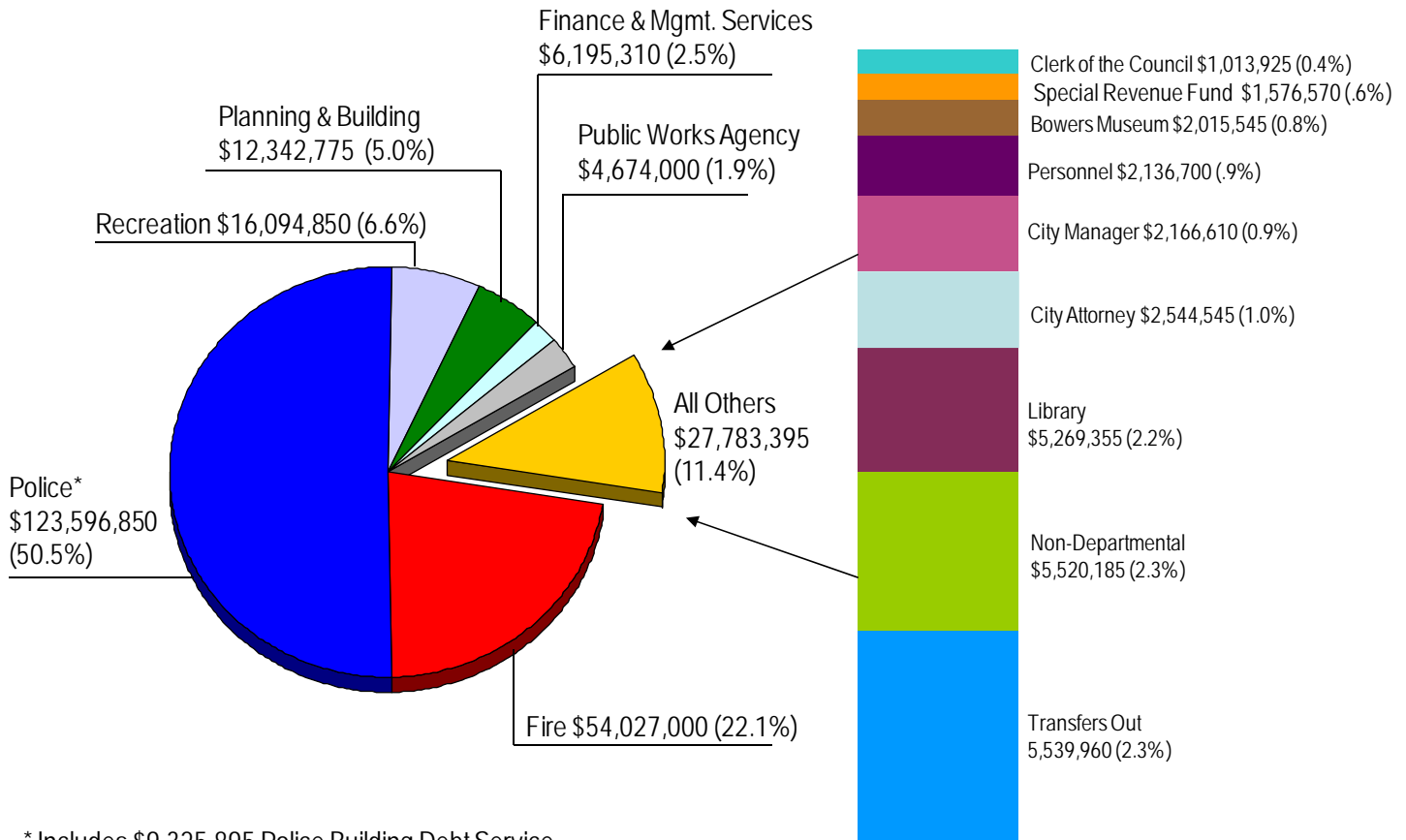
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
Subtotal		18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
TOTAL PUBLIC SAFETY REVENUES		23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
Subtotal		1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
Subtotal		283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
Subtotal		107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

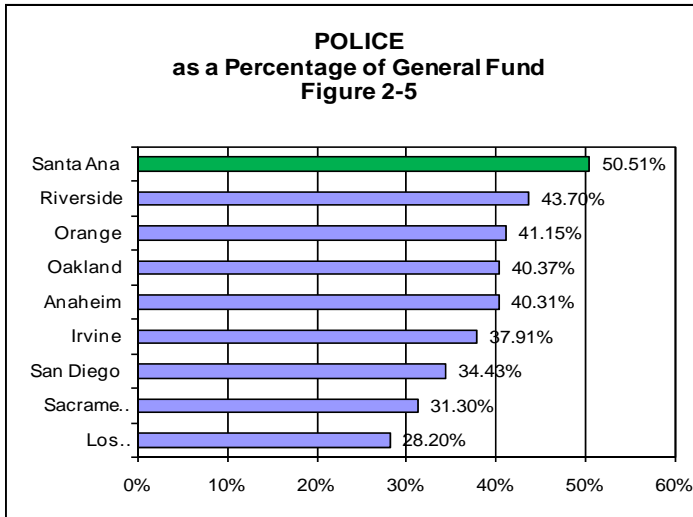
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

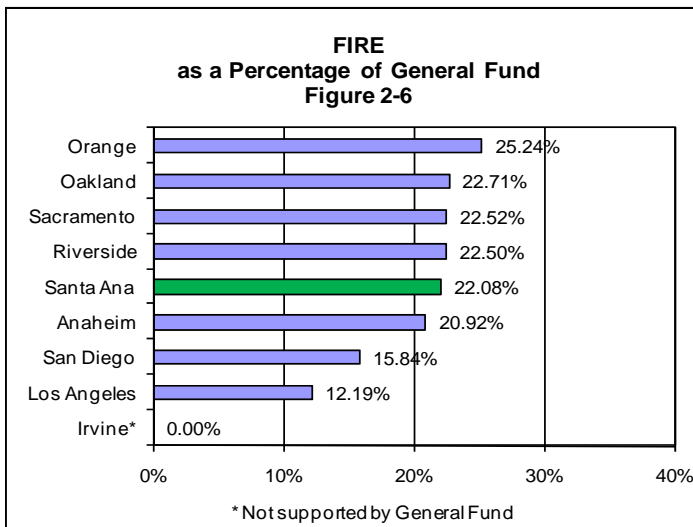
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

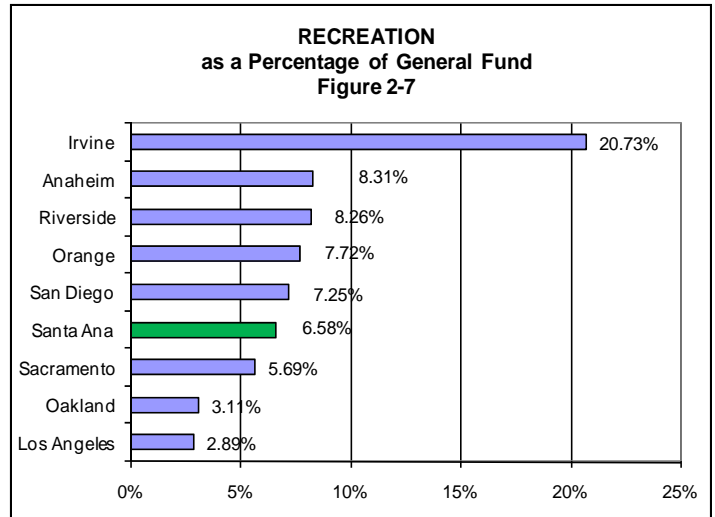


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

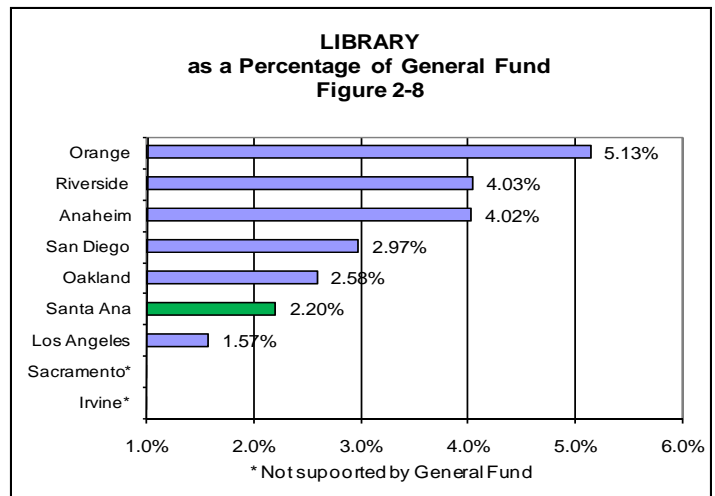


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009 City Manager's Office	588,260	692,508	952,385	1,048,965
11-010 Council Services	632,322	652,467	779,020	739,055
11-011 Legislative Affairs	370,755	429,336	398,385	378,590
TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200 Contractual	280,865	316,110	343,130	312,120
6300 Commodities	79,993	105,975	133,685	100,635
6500 Fixed Charges	145,845	156,763	164,270	175,235
6600 Capital	1,988	(576)	0	0
TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
Mayor		1.00		1.00
Councilmembers		6.00		6.00
1790 City Manager	1.00		1.00	
0090 Assistant City Manager	1.00		1.00	
0400 Executive Director of External Affairs	1.00		1.00	
7720 Assistant to the City Manager	2.00		2.00	
1070 Secretary to the City Manager	1.00		1.00	
0900 Executive Assistant	4.00	1.00	4.00	0.00
TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			11
Council Services		Activity			010
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	564,863	607,844	687,370	670,185
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	55,393	32,729	54,250	46,200
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	185	(145)	24,125	8,675
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	11,880	12,615	13,275	13,995
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	0	(576)	0	0
	TOTAL	632,322	652,467	779,020	739,055

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	5.50	1.00	5.50	0.00

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
 Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,134,938</u></u>	<u><u>1,218,150</u></u>	<u><u>1,365,000</u></u>	<u><u>1,516,285</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES			FUND 11		
Stadium			Activity 244		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,965,804</u>	<u>1,737,242</u>	<u>2,025,400</u>	<u>2,207,185</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320		
<table border="1"><thead><tr><th data-bbox="123 279 764 321">Statement of Purpose</th></tr></thead><tbody><tr><td data-bbox="123 321 1520 636"><p><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p><p>The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p></td></tr></tbody></table>		Statement of Purpose	<p><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p>The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>
Statement of Purpose			
<p><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p>The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>			
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>FIELD OPERATIONS</p> <p>To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p>SUPPORT SERVICES</p> <p>To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p>FIRE PREVENTION</p> <p>To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p>ADMINISTRATION</p> <p>Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>			

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Office of the Fire Chief		Activity			320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275
6151	Retirement Plan	90,981	104,676	71,550	84,690
6161	Medicare Insurance	5,255	6,522	3,785	1,890
6171	Employees Insurance	65,446	73,137	44,155	46,075
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645
6181	Compensation Insurance	36,708	44,101	26,050	31,350
6191	Other Personal Services	0	29	0	0
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090
6211	Communications	5,477	5,260	7,360	7,360
6221	Training & Transportation	27,378	30,187	7,665	6,665
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0
6251	Other Agency Services	1,401	1,900	1,140	1,650
6291	Other Contractual Services	17,436	48,177	21,500	7,600
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275
6391	Other Material & Supplies	15,791	22,895	28,925	13,925
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925
6511	Equipment Rental, City	0	10,080	10,170	10,305
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305
6621	Buildings	25,405	51,769	0	0
6641	Machinery & Equipment	36,117	0	0	0
6661	Computer Software	847	0	0	0
	SUBTOTAL CAPITAL	62,369	51,769	0	0
	TOTAL	983,907	1,134,720	662,345	709,595

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03080	Fire Captain	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
00060	Receptionist	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Prevention		011-321		
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	0	6,335	0	0	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635	
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Suppression & EMS		011-323		
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Training		Activity			325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855
6151	Retirement Plan	107,339	104,977	94,715	136,845
6161	Medicare Insurance	3,491	196	180	240
6171	Employees Insurance	45,089	37,683	36,610	44,675
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740
6181	Compensation Insurance	60,529	55,366	37,375	54,705
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060
6211	Communications	8,153	3,405	4,800	4,800
6221	Training & Transportation	6,638	6,682	7,500	7,000
6251	Other Agency Services	355	291	250	500
6291	Other Contractual Services	12,411	9,833	20,000	8,000
6294	Lease Payments	37,373	0	0	110,760
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060
6391	Other Material & Supplies	14,148	28,165	26,000	10,000
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000
6511	Equipment Rental, City	24,940	29,465	33,725	34,320
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320
6651	Books, Records & Videos	0	0	0	0
6661	Computer Software	3,290	1,209	0	0
6661 1	Computer Software - <1,000	429	262	0	0
	SUBTOTAL CAPITAL	3,719	1,471	0	0
	TOTAL	925,533	833,595	737,270	1,139,440

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fiscal & Budget					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	257,760	275,285	
6131	Salaries & Wages-Temporary	0	0	19,440	0	
6141	Salaries & Wages-Overtime	0	0	2,625	2,760	
6151	Retirement Plan	0	0	20,335	21,295	
6161	Medicare Insurance	0	0	2,475	2,550	
6171	Employees Insurance	0	0	40,775	46,265	
6172	Retiree Medical Insurance	0	0	2,355	3,030	
6181	Compensation Insurance	0	0	4,560	4,250	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>	
6211	Communications	0	0	840	840	
6221	Training & Transportation	0	0	1,000	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>	
6391	Other Material & Supplies	0	0	3,775	3,275	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
00151	Principal Management Analyst	1.00		1.00		
07090	Lead Accounting Assistant	1.00		1.00		
07010	Accounting Assistant	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3390	Police Chief	1.00		1.00		
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	3.00		3.00		
1200	Management Aide	1.00		1.00		
0140	Secretary to the Police Chief	1.00		1.00		
7330	Senior Office Assistant	2.00		2.00		
	TOTAL	9.00	0.00	9.00	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 333			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100
6151	Retirement Plan	533,697	621,314	742,065	843,750
6161	Medicare Insurance	32,427	38,807	40,695	50,495
6171	Employees Insurance	372,023	426,090	498,210	566,360
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075
6181	Compensation Insurance	212,666	248,656	265,415	280,235
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380
6211	Communications	6,026	5,766	6,000	6,000
6221	Training & Transportation	13,215	22,197	13,000	13,000
6251	Other Agency Services	263	202	500	500
6281	M&R Machinery & Equipment	392	0	0	0
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700
6391	Other Material & Supplies	37,658	38,768	40,000	40,000
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000
6511	Equipment Rental, City	402,985	429,605	479,345	501,935
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935
6641	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	1.00		1.00	
7310	Sr Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL	5.50	0.00	5.50	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Homeland Security

PROGRAM
011-353

Statement of Purpose

To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.

SERVICE PROGRAM

Police Services

- * Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds
- * Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster
- * Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region
- * Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security
- * Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND 11
Administrative Services					Activity 503
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	<u>815,885</u>	<u>719,069</u>	<u>908,230</u>	<u>1,046,815</u>
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	<u>461,837</u>	<u>53,803</u>	<u>539,365</u>	<u>590,980</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	<u>5,412</u>	<u>4,890</u>	<u>9,110</u>	<u>9,110</u>
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	<u>548,895</u>	<u>582,680</u>	<u>613,580</u>	<u>643,855</u>
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>15,410</u>	<u>0</u>	<u>0</u>	<u>0</u>
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	<u>124,387</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,971,825</u></u>	<u><u>1,360,442</u></u>	<u><u>2,070,285</u></u>	<u><u>2,290,760</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	<u><u>8.00</u></u>	<u><u>1.00</u></u>	<u><u>8.00</u></u>	<u><u>1.00</u></u>

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY Street Lighting	PROGRAM 11-625			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	<u>1,741,035</u>	<u>2,137,962</u>	<u>2,441,165</u>	<u>2,498,860</u>

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- <u>752,227</u>	----- <u>3,025,309</u>	----- <u>1,713,530</u>	----- <u>109,015</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- <u>9.00</u>		----- <u>0.00</u>	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

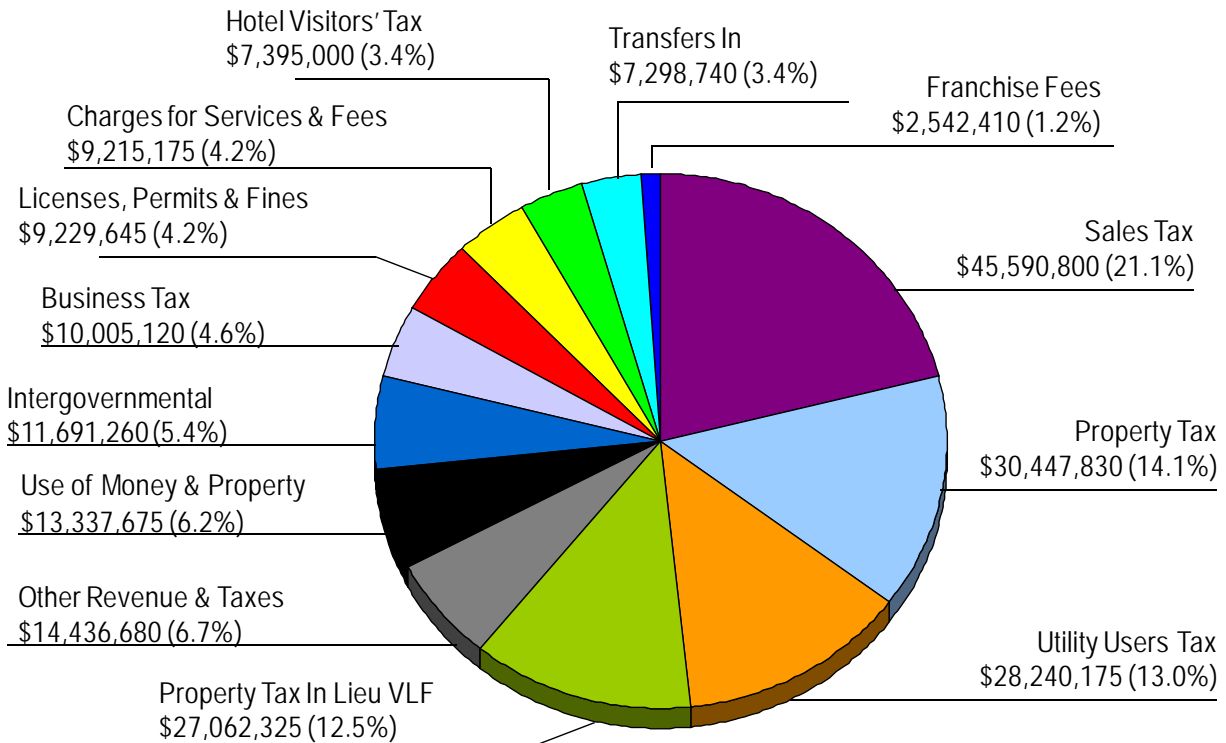
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



development, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

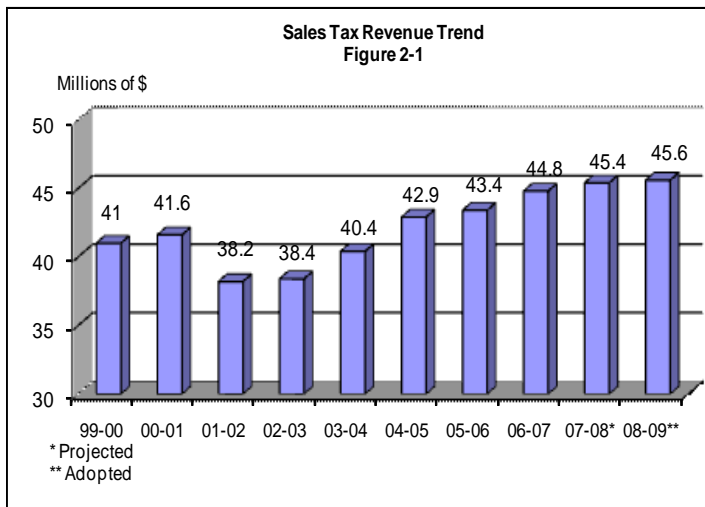
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



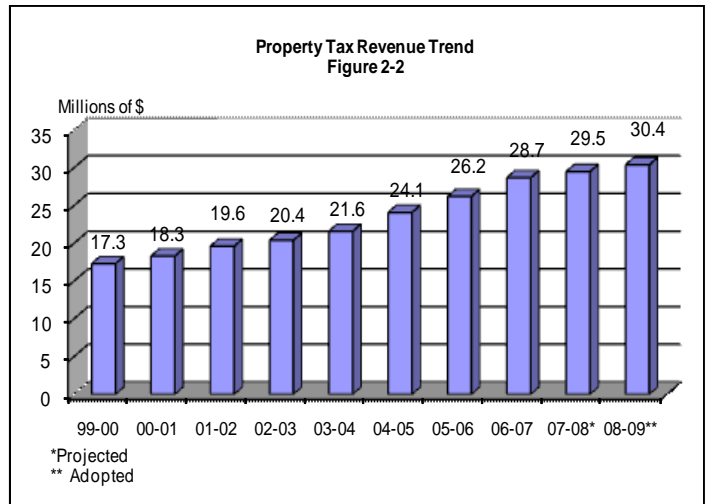
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

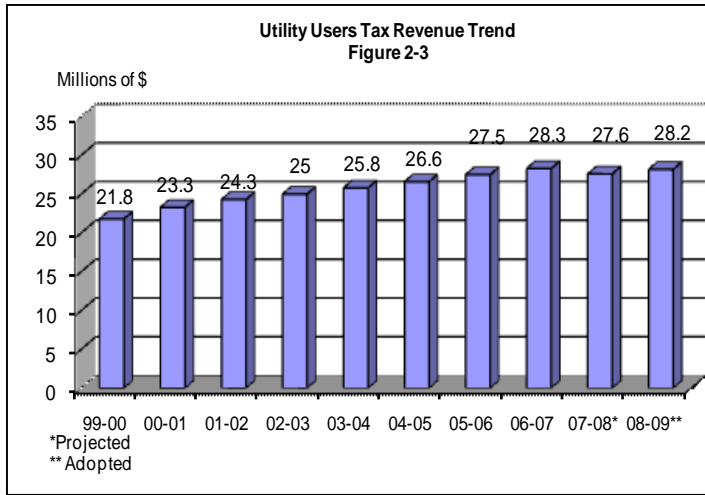


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

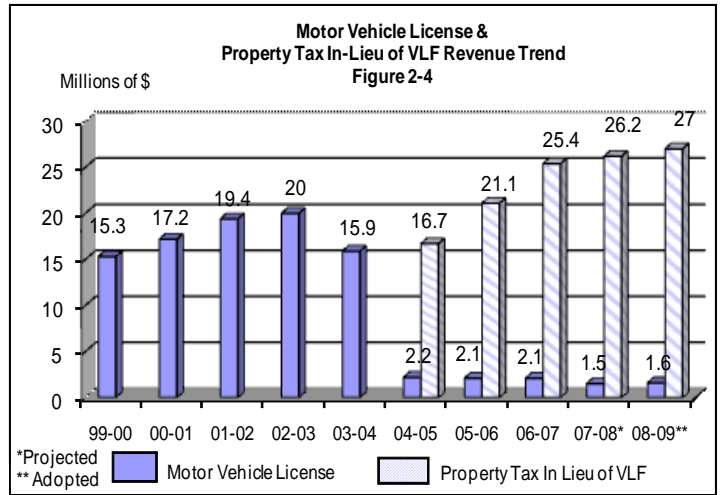
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

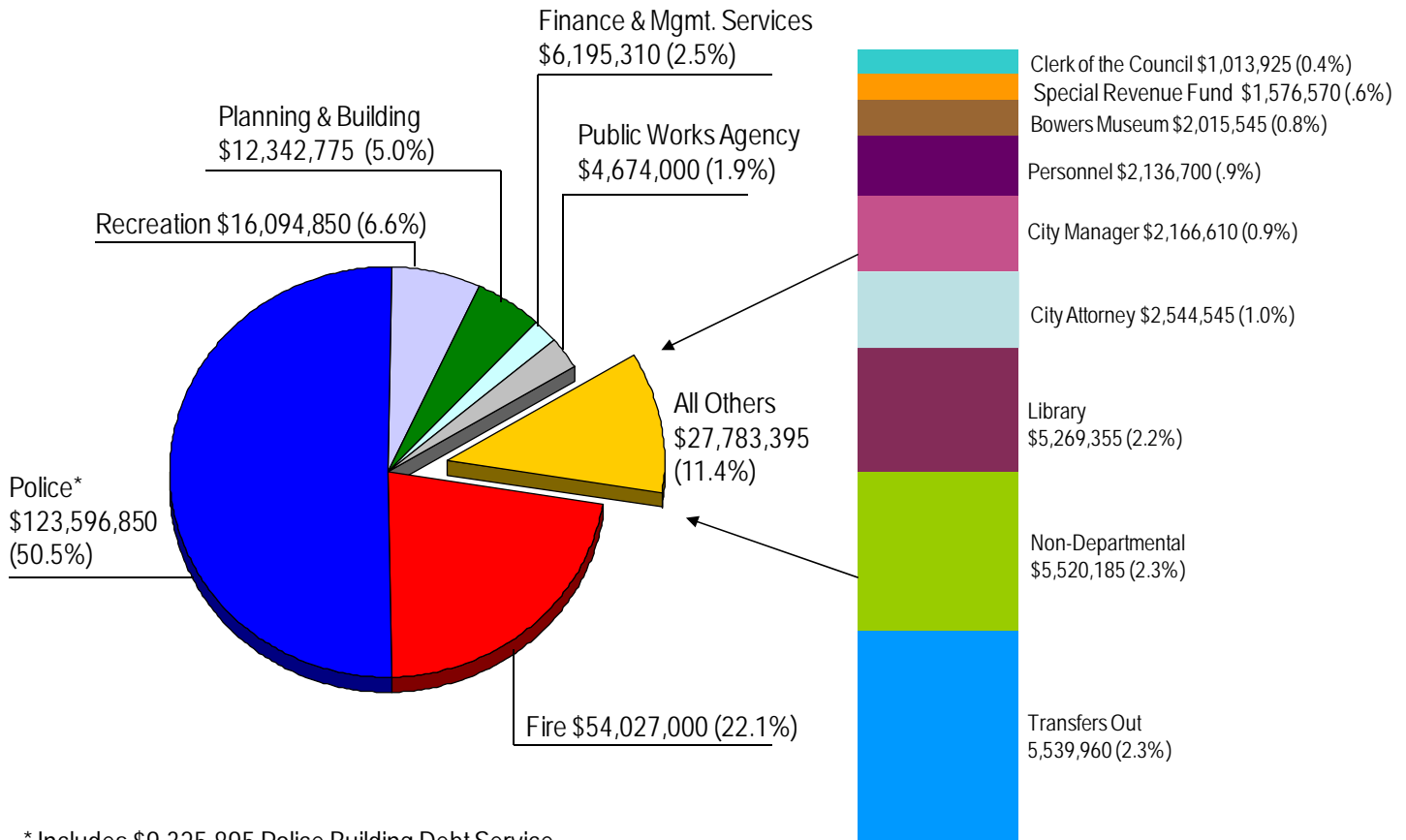
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

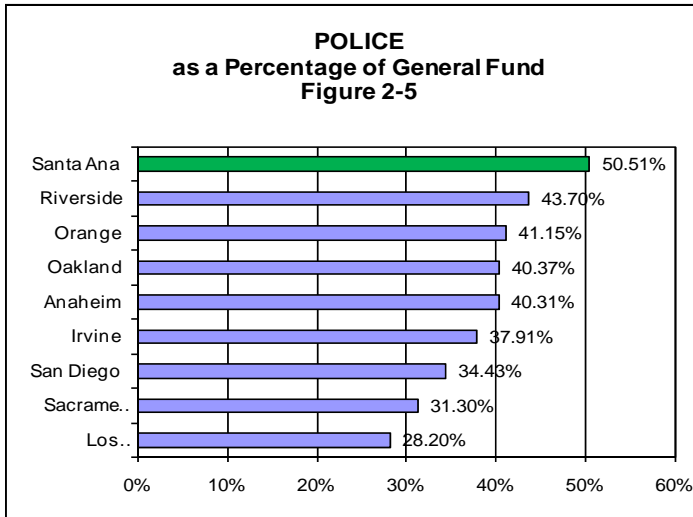
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

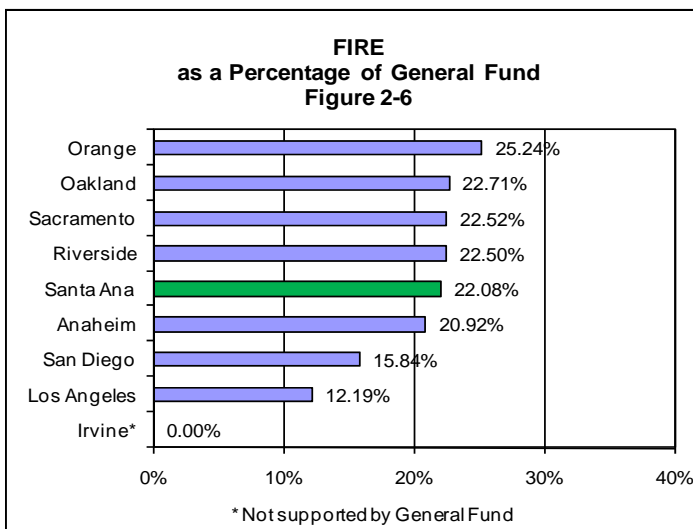
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

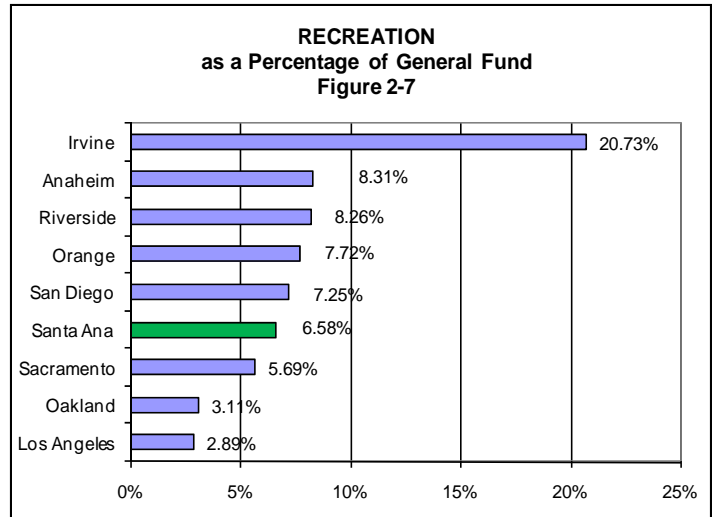


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

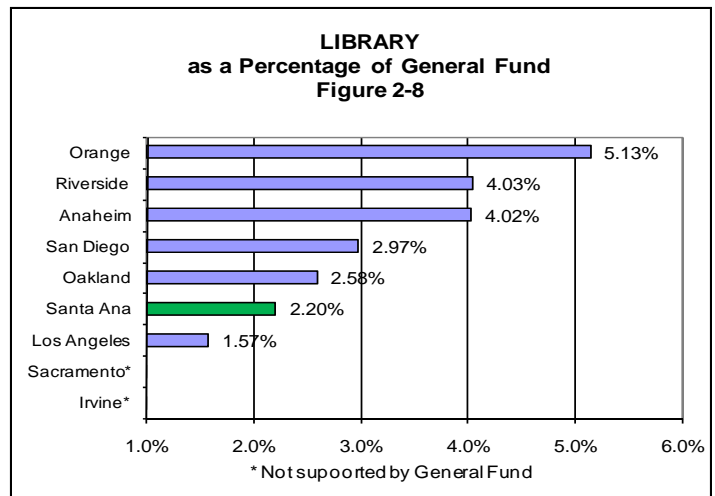


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE					FUND 11
Council Services					Activity 010
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	<u>81,020</u>	<u>30,255</u>	<u>236,335</u>	<u>236,335</u>
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	<u>2,089,646</u>	<u>2,189,201</u>	<u>624,620</u>	<u>624,620</u>
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	<u>16,518</u>	<u>16,815</u>	<u>54,500</u>	<u>54,500</u>
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	<u>11,838</u>	<u>0</u>	<u>11,500</u>	<u>11,500</u>
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	<u>0</u>	<u>320,153</u>	<u>681,000</u>	<u>681,000</u>
	TOTAL OPERATING	<u><u>2,199,022</u></u>	<u><u>2,556,424</u></u>	<u><u>1,607,955</u></u>	<u><u>1,607,955</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
6100 Personnel	452,635	506,414	593,785	621,155		
6200 Contractual	29,142	160,896	40,315	309,415		
6300 Commodities	44,721	46,197	45,700	45,700		
6500 Fixed Charges	33,515	35,585	35,840	37,655		
6600 Capital	2,018	296	0	0		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time	
1990 Clerk of the Council	1.00		1.00			
1700 Chief Assistant Clerk of the Council	1.00		1.00			
7290 Senior Deputy Clerk of the Council	2.00		2.00			
7050 Deputy Clerk of the Council	1.00		1.00			
7050 Sr. Administrative Intern	0.00	2.00	0.00			
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>		

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	2,005,529	2,284,723	2,526,590	2,544,545
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	2,005,529	2,284,723	2,526,590	2,544,545
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	17.50	1.00	17.50	1.00
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	1.50	0.00	1.50	0.00
TOTAL	19.00	1.00	19.00	1.00

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>781,064</u>	<u>847,163</u>	<u>1,043,020</u>	<u>1,142,065</u>
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	<u>60,282</u>	<u>80,747</u>	<u>84,610</u>	<u>82,610</u>
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	<u>7,341</u>	<u>19,113</u>	<u>20,395</u>	<u>10,395</u>
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	<u>131,165</u>	<u>139,315</u>	<u>147,875</u>	<u>156,435</u>
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	<u>181,027</u>	<u>203,341</u>	<u>197,155</u>	<u>197,155</u>
	TOTAL	<u><u>1,160,878</u></u>	<u><u>1,289,679</u></u>	<u><u>1,493,055</u></u>	<u><u>1,588,660</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	<u>12.00</u>	<u>6.00</u>	<u>12.00</u>	<u>6.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
Action Plan for FY 2007-2008				
<p>**Due to organizational changes this account will be retired as of June 31, 2005</p> <p>**Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	1,079,905	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	333,430	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	75,235	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	27,715	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	0	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	1,516,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Stadium		Activity 244			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Services		Activity 250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	1,654,551	2,215,531	2,346,905	2,671,070
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	1,144,799	1,438,434	1,363,280	1,856,290
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	155,293	210,762	101,910	219,120
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	611,000	734,585	779,005	793,915
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	50,310	0	51,090	51,100
	TOTAL	3,615,953	4,599,312	4,642,190	5,591,495

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	37.00	16.00	37.00	25.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES	PROGRAM																																			
Park Building Services	11-260																																			
Statement of Purpose																																				
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>																																				
Accomplishments in FY 06-07 & FY 07-08																																				
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 																																				
Action Plan for FY 2008-09																																				
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 																																				
PERFORMANCE MEASURES	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 12.5%;">Actual</th> <th style="width: 12.5%;">Actual</th> <th style="width: 12.5%;">Estimated</th> <th style="width: 12.5%;">Objective</th> </tr> <tr> <th></th> <th style="text-align: center;">FY 05-06</th> <th style="text-align: center;">FY 06-07</th> <th style="text-align: center;">FY 07-08</th> <th style="text-align: center;">FY 08-09</th> </tr> </thead> <tbody> <tr> <td>Service Level</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td># of senior centers maintained weekly</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td># of recreation centers maintained weekly</td> <td style="text-align: center;">10</td> <td style="text-align: center;">10</td> <td style="text-align: center;">10</td> <td style="text-align: center;">10</td> </tr> <tr> <td># of park restroom facilities maintained once a week</td> <td style="text-align: center;">28</td> <td style="text-align: center;">28</td> <td style="text-align: center;">28</td> <td style="text-align: center;">28</td> </tr> <tr> <td># of other park buildings maintained</td> <td style="text-align: center;">42</td> <td style="text-align: center;">42</td> <td style="text-align: center;">42</td> <td style="text-align: center;">42</td> </tr> </tbody> </table>		Actual	Actual	Estimated	Objective		FY 05-06	FY 06-07	FY 07-08	FY 08-09	Service Level					# of senior centers maintained weekly	2	2	2	2	# of recreation centers maintained weekly	10	10	10	10	# of park restroom facilities maintained once a week	28	28	28	28	# of other park buildings maintained	42	42	42	42
	Actual	Actual	Estimated	Objective																																
	FY 05-06	FY 06-07	FY 07-08	FY 08-09																																
Service Level																																				
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# of park restroom facilities maintained once a week	28	28	28	28																																
# of other park buildings maintained	42	42	42	42																																

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	
6151	Retirement Plan	2,271	1,962	0	0	
6171	Employees Insurance	5,715	4,982	0	0	
6172	Retiree Medical Insurance	245	113	0	0	
6181	Compensation Insurance	4,217	3,680	0	0	
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	
6291	Other Contractual Services	337,025	340,178	471,075	117,645	
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	
6571	Building & Site Rental	217,655	231,825	254,880	221,370	
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	
6631	Imp Other Than Bld	31,725	569,613	0	0	
	SUBTOTAL CAPITAL	31,725	569,613	0	0	
	TOTAL	634,667	1,192,779	731,105	344,165	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1463 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	0	6,335	0	0	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635	
	TOTAL	<u>1,553,956</u>	<u>1,764,072</u>	<u>1,659,490</u>	<u>1,823,660</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u><u>4.00</u></u>		<u><u>4.00</u></u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 333			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100
6151	Retirement Plan	533,697	621,314	742,065	843,750
6161	Medicare Insurance	32,427	38,807	40,695	50,495
6171	Employees Insurance	372,023	426,090	498,210	566,360
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075
6181	Compensation Insurance	212,666	248,656	265,415	280,235
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380
6211	Communications	6,026	5,766	6,000	6,000
6221	Training & Transportation	13,215	22,197	13,000	13,000
6251	Other Agency Services	263	202	500	500
6281	M&R Machinery & Equipment	392	0	0	0
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700
6391	Other Material & Supplies	37,658	38,768	40,000	40,000
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000
6511	Equipment Rental, City	402,985	429,605	479,345	501,935
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935
6641	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	1.00		1.00	
7310	Sr Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL	5.50	0.00	5.50	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u><u>1,888,999</u></u>	<u><u>1,980,638</u></u>	<u><u>2,508,070</u></u>	<u><u>2,540,845</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3380	Technology Support Administrator	1.00		1.00		
3300	Police Sergeant	2.00		2.00		
3200	Police Officer	2.00		2.00		
2930	Police Systems Manager (1)	0.00		1.00		
0990	Senior Systems Administrator	1.00		1.00		
6470	Systems Support Analyst (2)	1.00		0.00		
1470	Senior Programmer Analyst	1.00		1.00		
3990	Crime/Research Analyst	4.00		4.00		
1060	Systems Technician-WNT	1.00		1.00		
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>		
	TOTAL	<u><u>15.00</u></u>	<u><u>0.00</u></u>	<u><u>15.00</u></u>	<u><u>0.00</u></u>	
(1)	New position					
(2)	Eliminated 1 position					

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u><u>866,464</u></u>	<u><u>638,122</u></u>	<u><u>1,000,370</u></u>	<u><u>1,053,385</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u><u>5.00</u></u>	<u><u>0.00</u></u>	<u><u>5.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Crimes Against Persons		011-341		
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Records Services	011-345			
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT Communications		FUND Activity			11 346
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	<u>26,080</u>	<u>28,962</u>	<u>93,125</u>	<u>98,295</u>
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	<u>142,131</u>	<u>164,642</u>	<u>166,305</u>	<u>177,575</u>
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	<u>5,958</u>	<u>4,239</u>	<u>3,770</u>	<u>3,770</u>
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	<u>0</u>	<u>6,545</u>	<u>7,645</u>	<u>7,740</u>
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	<u><u>3,703,346</u></u>	<u><u>4,192,390</u></u>	<u><u>4,612,425</u></u>	<u><u>4,880,890</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	<u>8.00</u>		<u>8.00</u>	
	TOTAL	<u><u>44.00</u></u>	<u><u>0.00</u></u>	<u><u>44.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Building & Facility	011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
	TOTAL	n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification.
 ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- <u>752,227</u>	----- <u>3,025,309</u>	----- <u>1,713,530</u>	----- <u>109,015</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- <u>9.00</u>		----- <u>0.00</u>	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

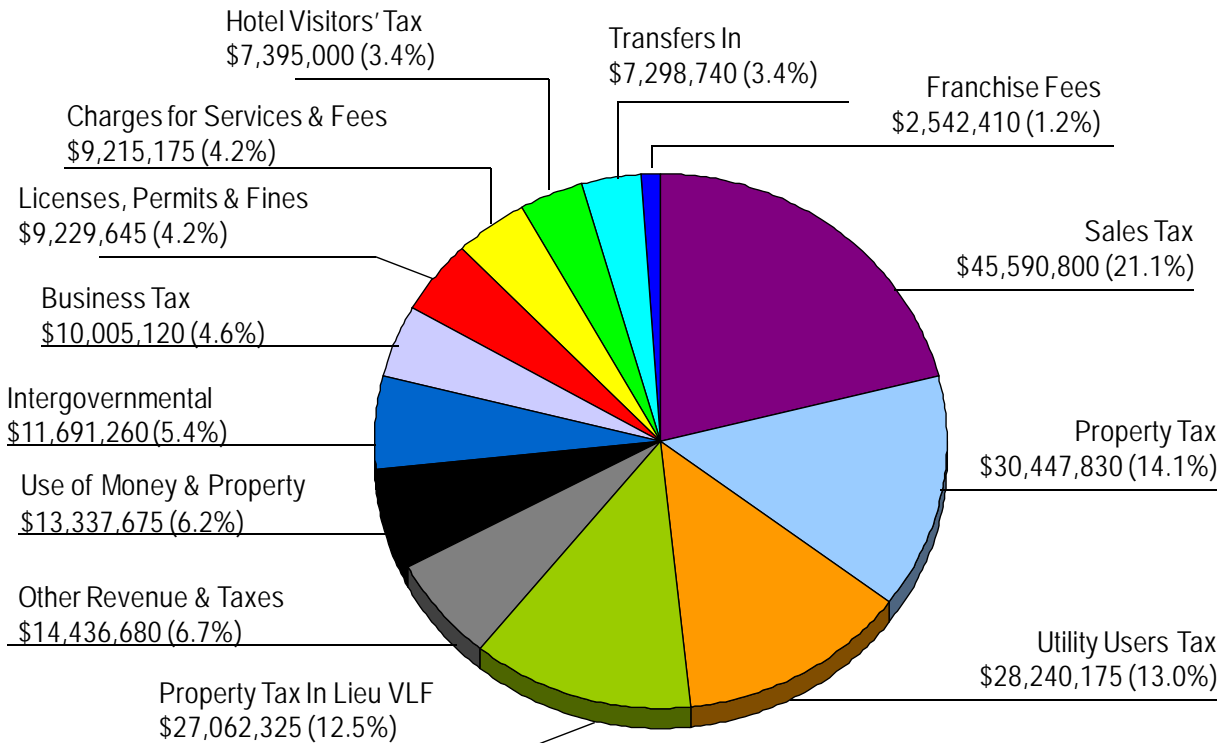
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

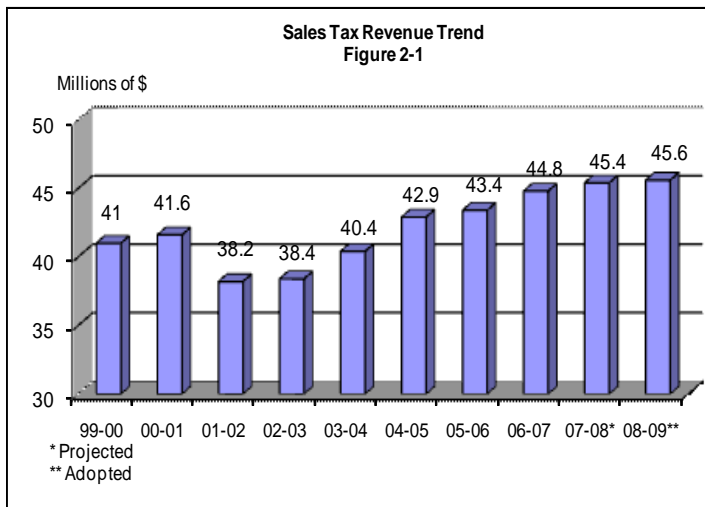
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



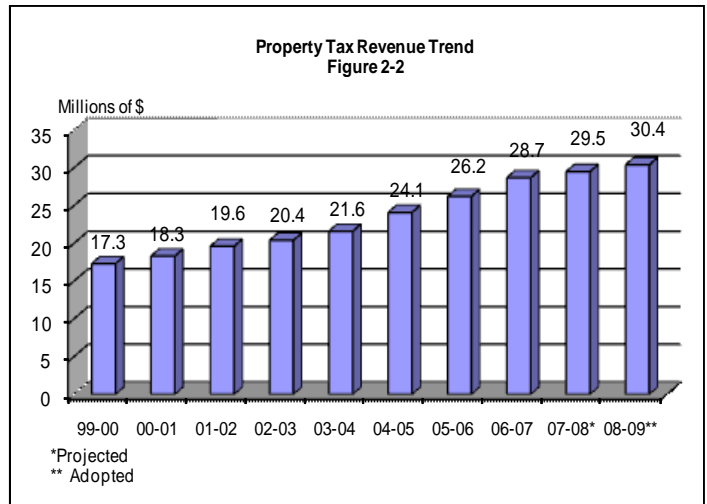
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

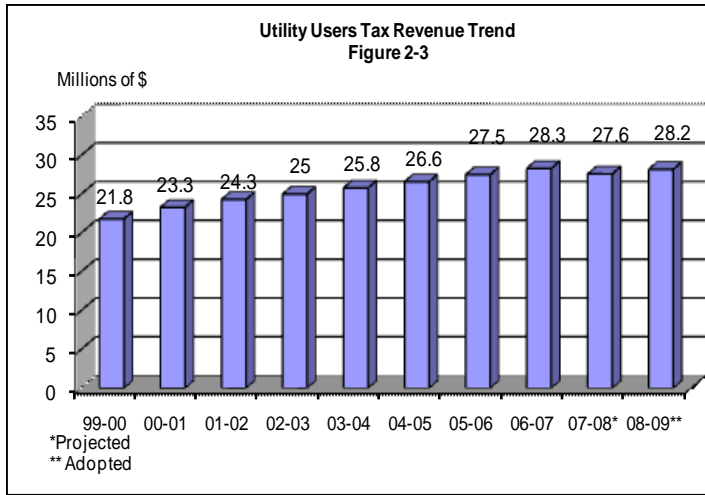


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

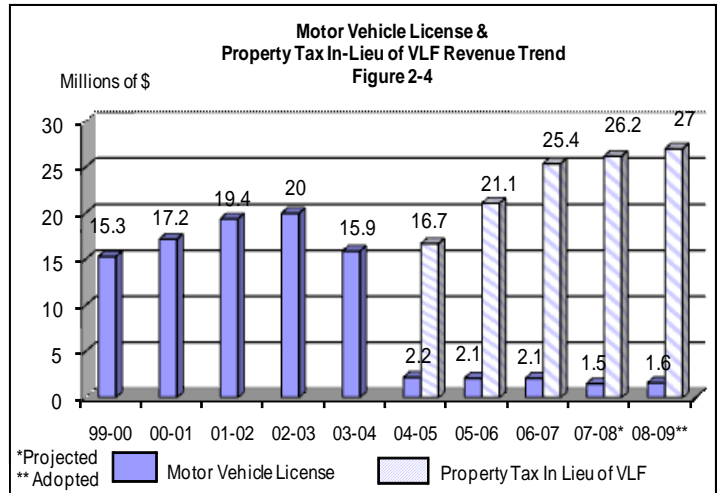
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

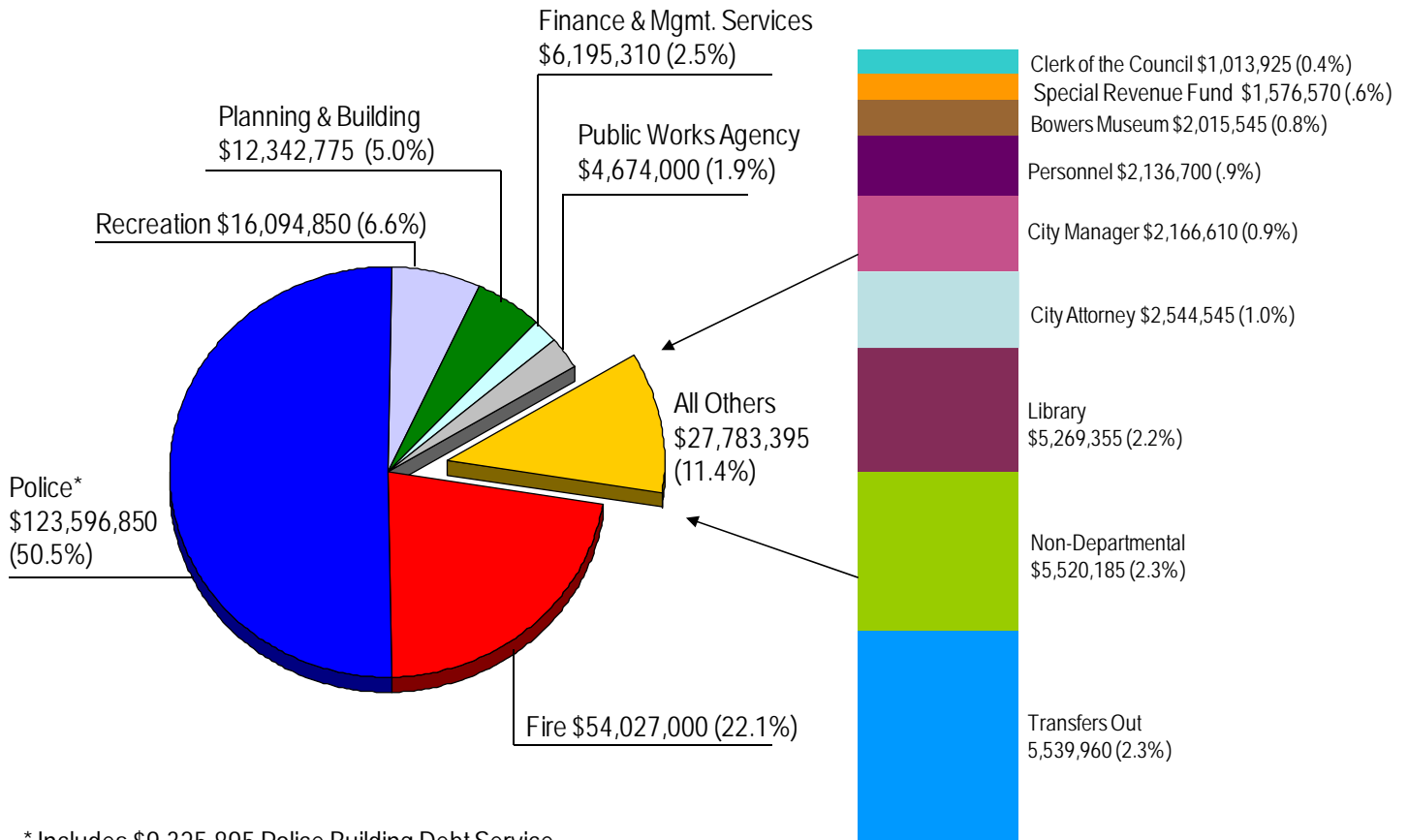
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

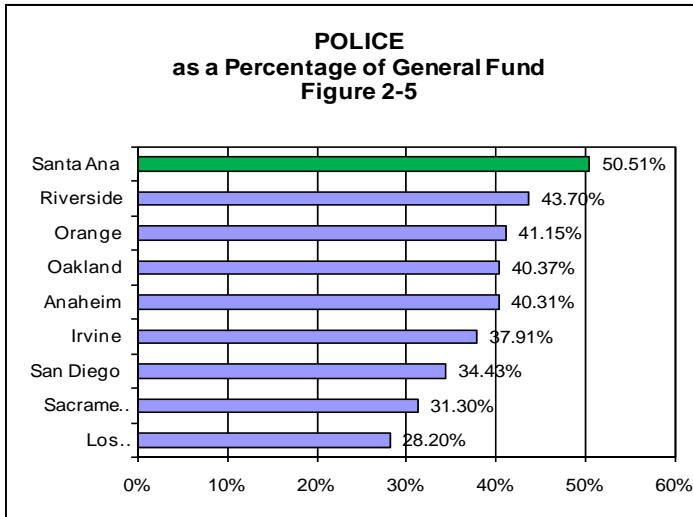
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

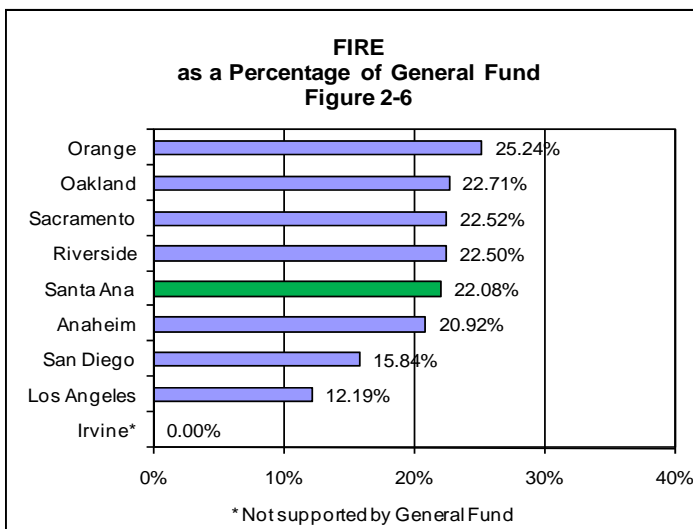
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

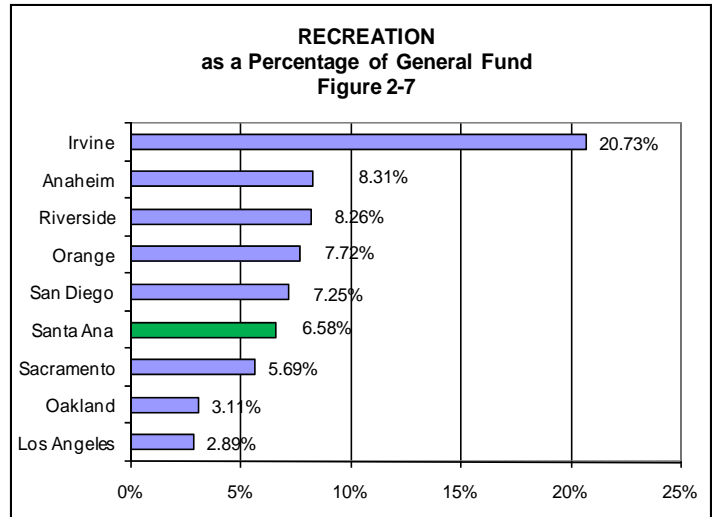


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

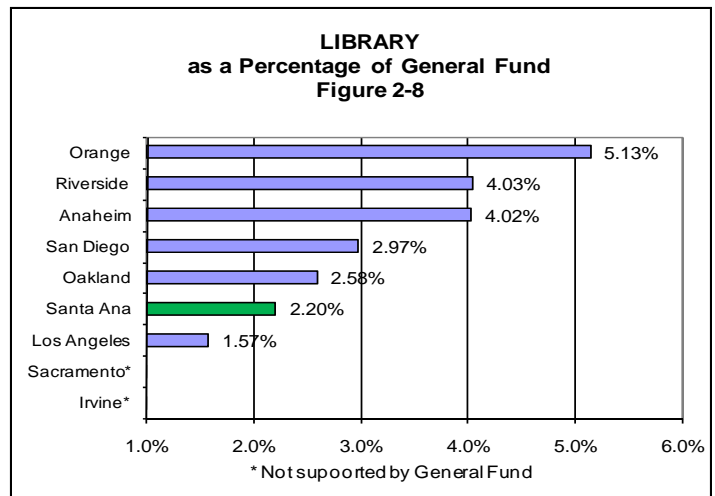


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009 City Manager's Office	588,260	692,508	952,385	1,048,965
11-010 Council Services	632,322	652,467	779,020	739,055
11-011 Legislative Affairs	370,755	429,336	398,385	378,590
TOTAL	<u><u>1,591,336</u></u>	<u><u>1,774,311</u></u>	<u><u>2,129,790</u></u>	<u><u>2,166,610</u></u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200 Contractual	280,865	316,110	343,130	312,120
6300 Commodities	79,993	105,975	133,685	100,635
6500 Fixed Charges	145,845	156,763	164,270	175,235
6600 Capital	1,988	(576)	0	0
TOTAL	<u><u>1,591,336</u></u>	<u><u>1,774,311</u></u>	<u><u>2,129,790</u></u>	<u><u>2,166,610</u></u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
Mayor		1.00		1.00
Councilmembers		6.00		6.00
1790 City Manager	1.00		1.00	
0090 Assistant City Manager	1.00		1.00	
0400 Executive Director of External Affairs	1.00		1.00	
7720 Assistant to the City Manager	2.00		2.00	
1070 Secretary to the City Manager	1.00		1.00	
0900 Executive Assistant	4.00	1.00	4.00	0.00
TOTAL	<u><u>10.00</u></u>	<u><u>8.00</u></u>	<u><u>10.00</u></u>	<u><u>7.00</u></u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			11
Council Services		Activity			010
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	564,863	607,844	687,370	670,185
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	55,393	32,729	54,250	46,200
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	185	(145)	24,125	8,675
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	11,880	12,615	13,275	13,995
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	0	(576)	0	0
	TOTAL	632,322	652,467	779,020	739,055

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	5.50	1.00	5.50	0.00

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	<u>81,020</u>	<u>30,255</u>	<u>236,335</u>	<u>236,335</u>
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	<u>2,089,646</u>	<u>2,189,201</u>	<u>624,620</u>	<u>624,620</u>
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	<u>16,518</u>	<u>16,815</u>	<u>54,500</u>	<u>54,500</u>
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	<u>11,838</u>	<u>0</u>	<u>11,500</u>	<u>11,500</u>
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	<u>0</u>	<u>320,153</u>	<u>681,000</u>	<u>681,000</u>
	TOTAL OPERATING	<u><u>2,199,022</u></u>	<u><u>2,556,424</u></u>	<u><u>1,607,955</u></u>	<u><u>1,607,955</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	2,005,529	2,284,723	2,526,590	2,544,545
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	2,005,529	2,284,723	2,526,590	2,544,545
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
AUTHORIZED PERSONNEL				
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	17.50	1.00	17.50	1.00
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	1.50	0.00	1.50	0.00
TOTAL	19.00	1.00	19.00	1.00

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassment policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00
<i>1 Supervising Accountant charged to I.S. Strategic Plan Fund.</i> <i>1 Senior Accountant charged to I.S. Strategic Plan Fund</i> <i>1 Accountant II charged to Community Development Agency (CDA)</i>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>
* .50 of a Buyer is charged to the I.S. Strategic Plan fund.					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>781,064</u>	<u>847,163</u>	<u>1,043,020</u>	<u>1,142,065</u>
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	<u>60,282</u>	<u>80,747</u>	<u>84,610</u>	<u>82,610</u>
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	<u>7,341</u>	<u>19,113</u>	<u>20,395</u>	<u>10,395</u>
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	<u>131,165</u>	<u>139,315</u>	<u>147,875</u>	<u>156,435</u>
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	<u>181,027</u>	<u>203,341</u>	<u>197,155</u>	<u>197,155</u>
	TOTAL	<u><u>1,160,878</u></u>	<u><u>1,289,679</u></u>	<u><u>1,493,055</u></u>	<u><u>1,588,660</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	<u>12.00</u>	<u>6.00</u>	<u>12.00</u>	<u>6.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u><u>8.00</u></u>	<u><u>23.00</u></u>	<u><u>8.00</u></u>	<u><u>25.00</u></u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	1,079,905	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	333,430	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	75,235	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	27,715	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	0	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	1,516,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			11
Park Building Services		Activity			260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	29,721	33,289	0	0
6151	Retirement Plan	2,271	1,962	0	0
6171	Employees Insurance	5,715	4,982	0	0
6172	Retiree Medical Insurance	245	113	0	0
6181	Compensation Insurance	4,217	3,680	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0
	TOTAL	634,667	1,192,779	731,105	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1260">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1302 431 1329">ADMINISTRATION</p> <p data-bbox="237 1371 1463 1434">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Training		Activity			325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855
6151	Retirement Plan	107,339	104,977	94,715	136,845
6161	Medicare Insurance	3,491	196	180	240
6171	Employees Insurance	45,089	37,683	36,610	44,675
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740
6181	Compensation Insurance	60,529	55,366	37,375	54,705
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060
6211	Communications	8,153	3,405	4,800	4,800
6221	Training & Transportation	6,638	6,682	7,500	7,000
6251	Other Agency Services	355	291	250	500
6291	Other Contractual Services	12,411	9,833	20,000	8,000
6294	Lease Payments	37,373	0	0	110,760
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060
6391	Other Material & Supplies	14,148	28,165	26,000	10,000
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000
6511	Equipment Rental, City	24,940	29,465	33,725	34,320
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320
6651	Books, Records & Videos	0	0	0	0
6661	Computer Software	3,290	1,209	0	0
6661 1	Computer Software - <1,000	429	262	0	0
	SUBTOTAL CAPITAL	3,719	1,471	0	0
	TOTAL	925,533	833,595	737,270	1,139,440

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3390	Police Chief	1.00		1.00		
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	3.00		3.00		
1200	Management Aide	1.00		1.00		
0140	Secretary to the Police Chief	1.00		1.00		
7330	Senior Office Assistant	2.00		2.00		
	TOTAL	9.00	0.00	9.00	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
	TOTAL	n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- <u>752,227</u>	----- <u>3,025,309</u>	----- <u>1,713,530</u>	----- <u>109,015</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- <u>9.00</u>		----- <u>0.00</u>	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

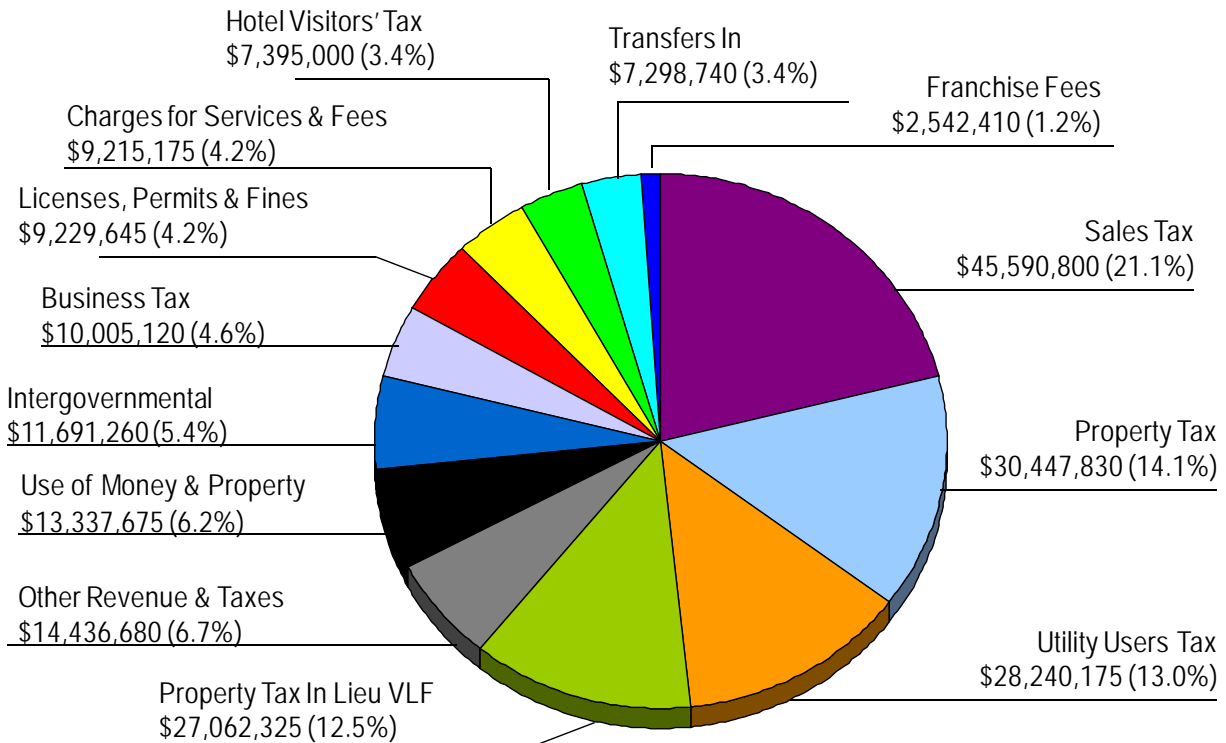
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

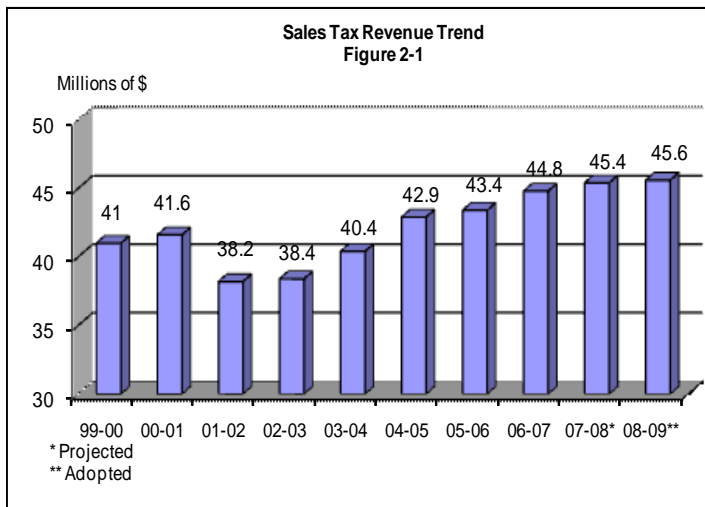
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



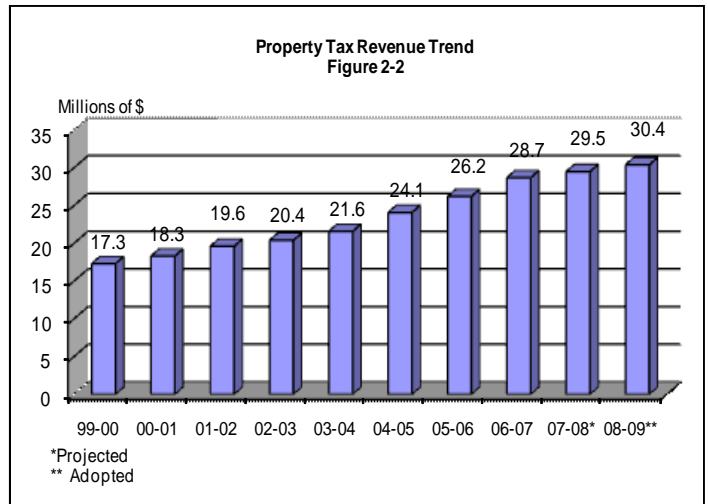
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

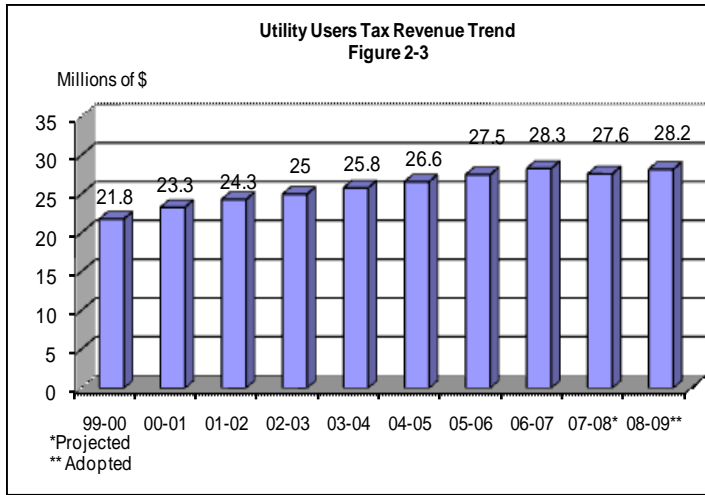


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

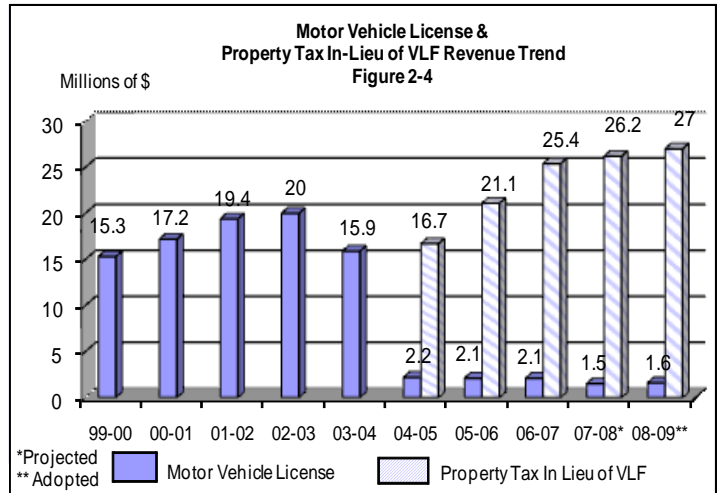
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	MAJOR REVENUE SOURCES TOTAL	139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

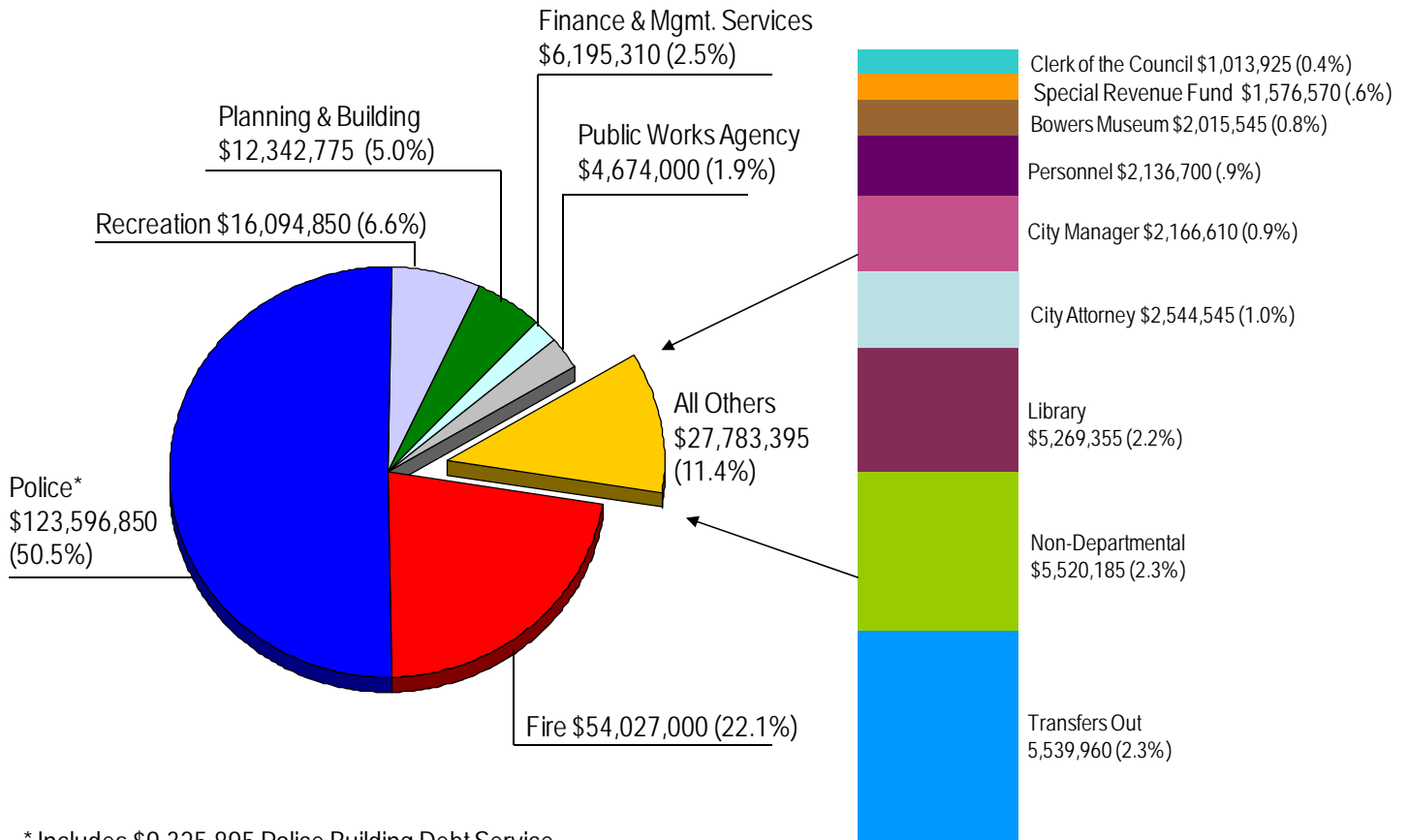
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

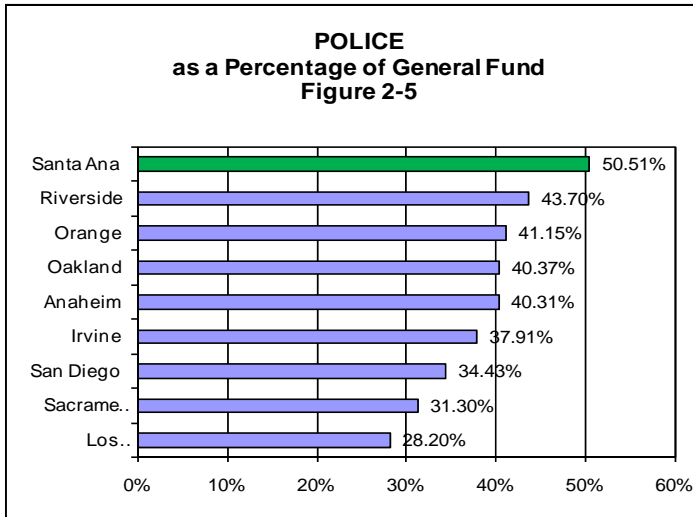
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

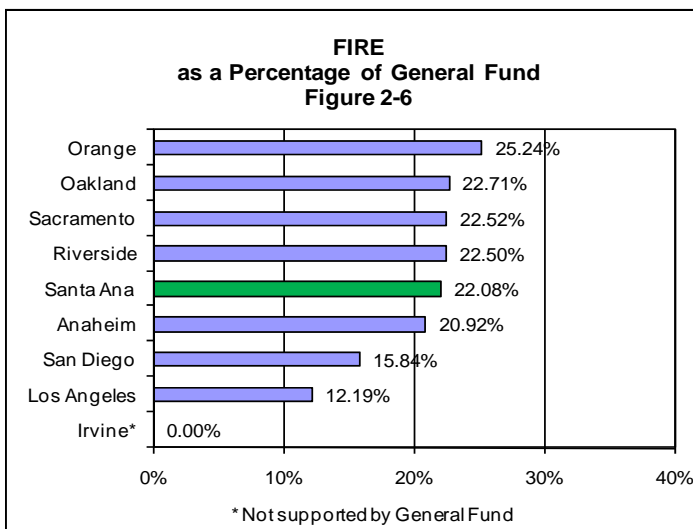
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

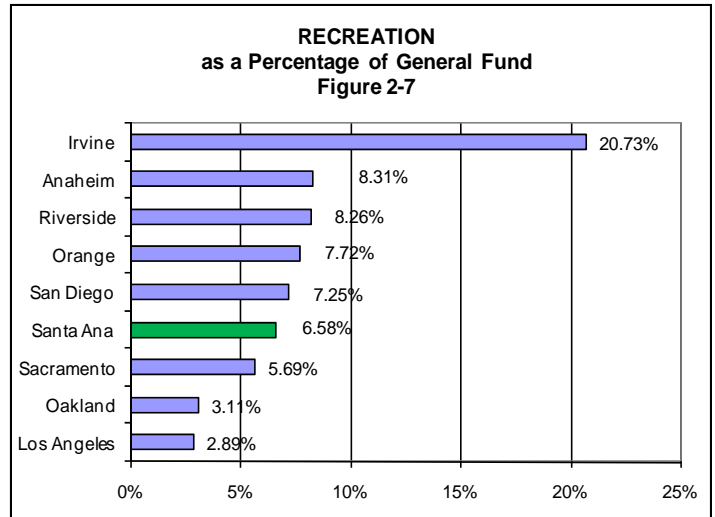


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

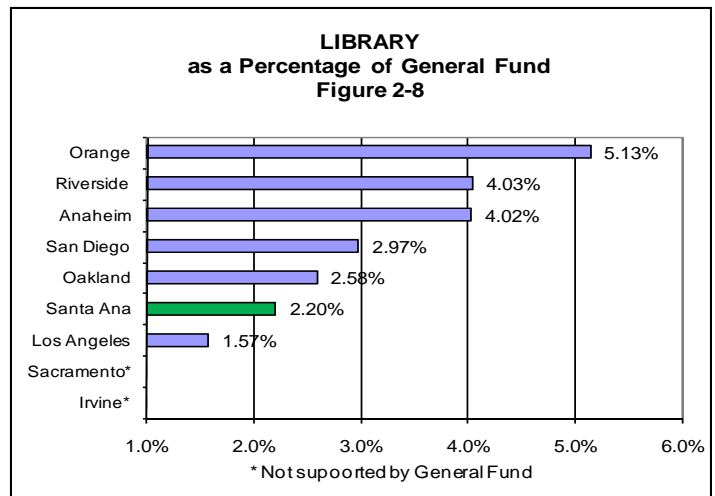


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
6100 Personnel	452,635	506,414	593,785	621,155		
6200 Contractual	29,142	160,896	40,315	309,415		
6300 Commodities	44,721	46,197	45,700	45,700		
6500 Fixed Charges	33,515	35,585	35,840	37,655		
6600 Capital	2,018	296	0	0		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time	Part Time
1990 Clerk of the Council	1.00		1.00			
1700 Chief Assistant Clerk of the Council	1.00		1.00			
7290 Senior Deputy Clerk of the Council	2.00		2.00			
7050 Deputy Clerk of the Council	1.00		1.00			
7050 Sr. Administrative Intern	0.00	2.00	0.00			
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
 Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>
* .50 of a Buyer is charged to the I.S. Strategic Plan fund.					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,035,138</u></u>	<u><u>994,299</u></u>	<u><u>1,518,825</u></u>	<u><u>1,418,365</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center">Action Plan for FY 2007-2008</p> <p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u><u>8.00</u></u>	<u><u>23.00</u></u>	<u><u>8.00</u></u>	<u><u>25.00</u></u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,134,938</u></u>	<u><u>1,218,150</u></u>	<u><u>1,365,000</u></u>	<u><u>1,516,285</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Building Services		11-260		
Statement of Purpose				
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of senior centers maintained weekly	2	2	2	2
# of recreation centers maintained weekly	10	10	10	10
# of park restroom facilities maintained once a week	28	28	28	28
# of other park buildings maintained	42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			11
Park Building Services		Activity			260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	29,721	33,289	0	0
6151	Retirement Plan	2,271	1,962	0	0
6171	Employees Insurance	5,715	4,982	0	0
6172	Retiree Medical Insurance	245	113	0	0
6181	Compensation Insurance	4,217	3,680	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0
	TOTAL	634,667	1,192,779	731,105	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1463 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Prevention		011-321		
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activities using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	0	220,531	265,530	287,275
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	0	585,728	552,960	496,960
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	0	13,026	33,000	10,000
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	0	780	0	0
	TOTAL	0	820,065	851,490	794,235
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u>3.00</u>		<u>3.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fiscal & Budget					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	257,760	275,285	
6131	Salaries & Wages-Temporary	0	0	19,440	0	
6141	Salaries & Wages-Overtime	0	0	2,625	2,760	
6151	Retirement Plan	0	0	20,335	21,295	
6161	Medicare Insurance	0	0	2,475	2,550	
6171	Employees Insurance	0	0	40,775	46,265	
6172	Retiree Medical Insurance	0	0	2,355	3,030	
6181	Compensation Insurance	0	0	4,560	4,250	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>	
6211	Communications	0	0	840	840	
6221	Training & Transportation	0	0	1,000	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>	
6391	Other Material & Supplies	0	0	3,775	3,275	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
00151	Principal Management Analyst	1.00		1.00		
07090	Lead Accounting Assistant	1.00		1.00		
07010	Accounting Assistant	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	<u>5,669,137</u>	<u>6,101,461</u>	<u>8,319,000</u>	<u>8,873,015</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	<u>42.00</u>	<u>0.00</u>	<u>42.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Crimes Against Persons	PROGRAM 011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Building & Facility	011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Regional Narcotics Suppression Program					Activity	352
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975	
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695	
6151	Retirement Plan	135,654	130,266	139,285	159,345	
6161	Medicare Insurance	4,890	3,350	15,805	10,610	
6171	Employees Insurance	65,288	60,908	69,025	72,075	
6172	Retiree Medical Insurance	0	2,820	4,890	5,015	
6181	Compensation Insurance	61,519	56,634	49,385	52,270	
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985	
6211	Communications	0	0	0	0	
	SUBTOTAL CONTRACTUAL	0	0	0	0	
	TOTAL	1,085,559	995,834	964,420	1,072,985	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	1.00		1.00		
3300	Police Sergeant	2.00		2.00		
3200	Police Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Homeland Security

PROGRAM
011-353

Statement of Purpose

To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.

SERVICE PROGRAM

Police Services

- * Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds
- * Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster
- * Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region
- * Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security
- * Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND 11
Administrative Services					Activity 503
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	<u>815,885</u>	<u>719,069</u>	<u>908,230</u>	<u>1,046,815</u>
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	<u>461,837</u>	<u>53,803</u>	<u>539,365</u>	<u>590,980</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	<u>5,412</u>	<u>4,890</u>	<u>9,110</u>	<u>9,110</u>
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	<u>548,895</u>	<u>582,680</u>	<u>613,580</u>	<u>643,855</u>
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>15,410</u>	<u>0</u>	<u>0</u>	<u>0</u>
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	<u>124,387</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,971,825</u></u>	<u><u>1,360,442</u></u>	<u><u>2,070,285</u></u>	<u><u>2,290,760</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	<u><u>8.00</u></u>	<u><u>1.00</u></u>	<u><u>8.00</u></u>	<u><u>1.00</u></u>

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Planning Division		Activity 505			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000
6151	Retirement Plan	110,600	123,451	153,365	173,315
6161	Medicare Insurance	17,380	18,183	27,335	30,175
6171	Employees Insurance	156,200	171,661	208,530	235,050
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135
6181	Compensation Insurance	17,559	19,147	22,615	29,350
6191	Other Personnel Services	14,991	23,671	20,800	20,800
	SUBTOTAL PERSONNEL	1,805,226	1,945,935	2,272,130	2,643,345
6211	Communications	31,817	32,461	33,025	33,025
6221	Training & Transportation	11,003	11,580	12,910	24,910
6231	Advertising	11,362	5,690	13,085	43,085
6251	Other Agency Services	8,987	8,489	7,405	7,405
6281	M&R Machinery & Equipment	720	452	1,050	1,050
6291	Other Contractual Services	504,382	567,241	124,535	124,535
	SUBTOTAL CONTRACTUAL	568,271	625,913	192,010	234,010
6311	Office Supplies	0		0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525
	SUBTOTAL COMMODITIES	80,202	76,950	126,525	126,525
6511	Equipment Rental, City	8,870	12,600	12,710	12,880
	SUBTOTAL FIXED CHARGES	8,870	12,600	12,710	12,880
6651	Books, Records & Videos	0	1,590	0	0
6661	Computer Software	1,332	632		
	SUBTOTAL CAPITAL	1,332	2,222	0	0
	TOTAL	2,463,901	2,663,620	2,603,375	3,016,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	23.68	1.00	23.68	1.00

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification.
 ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Street Lighting	11-625			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

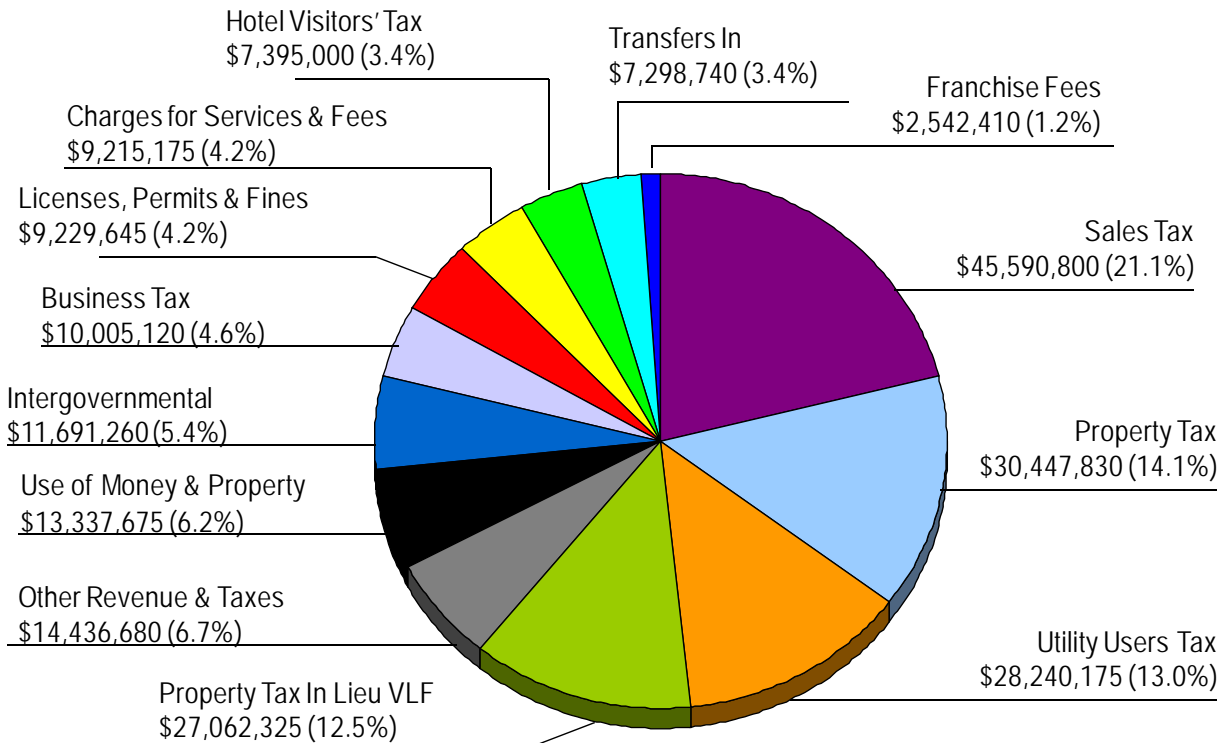
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

■ GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

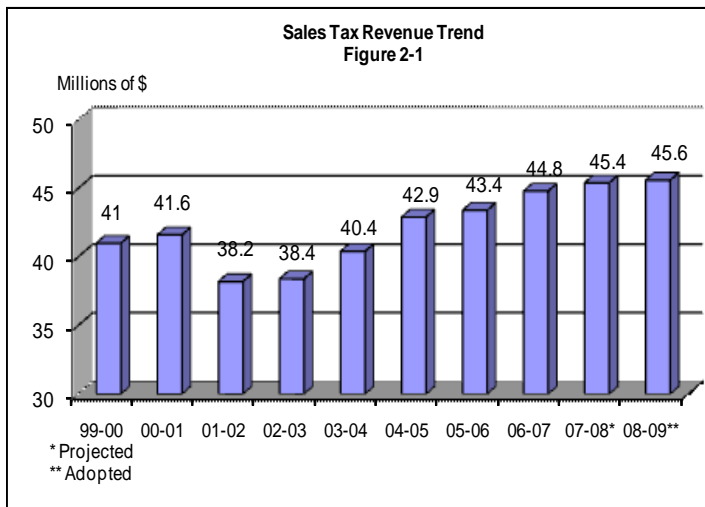
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



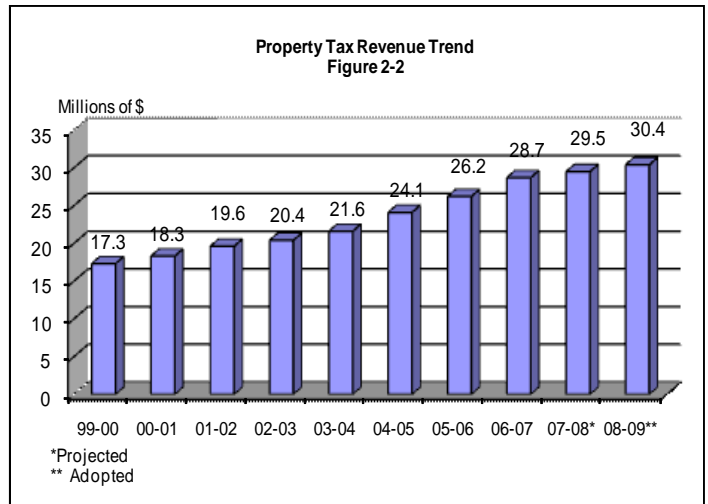
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

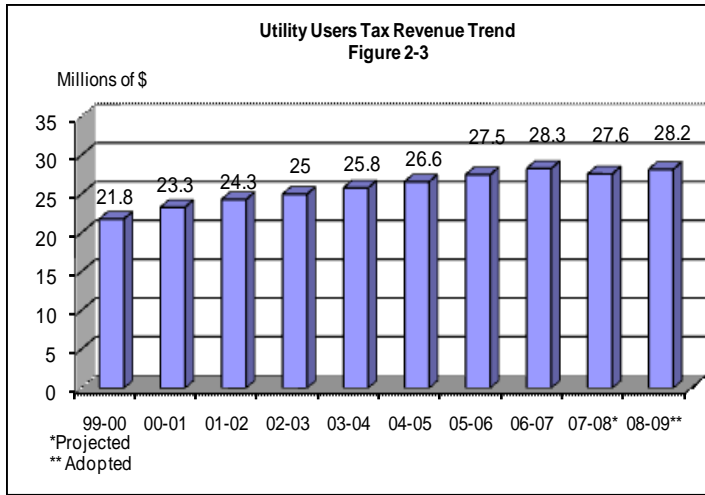


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

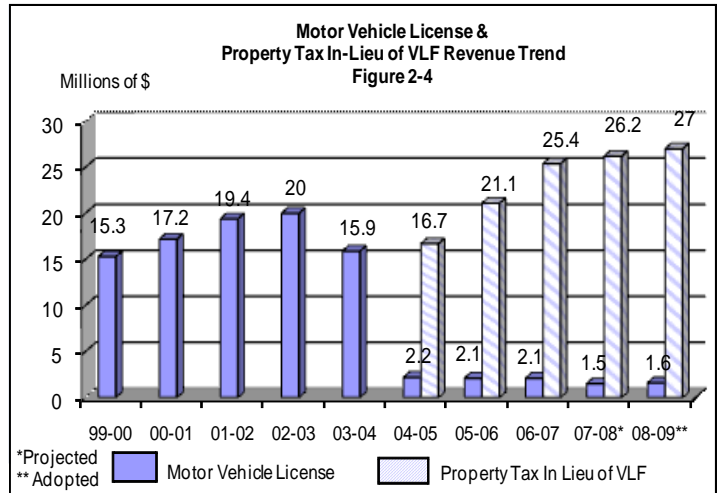
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	MAJOR REVENUE SOURCES TOTAL	139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

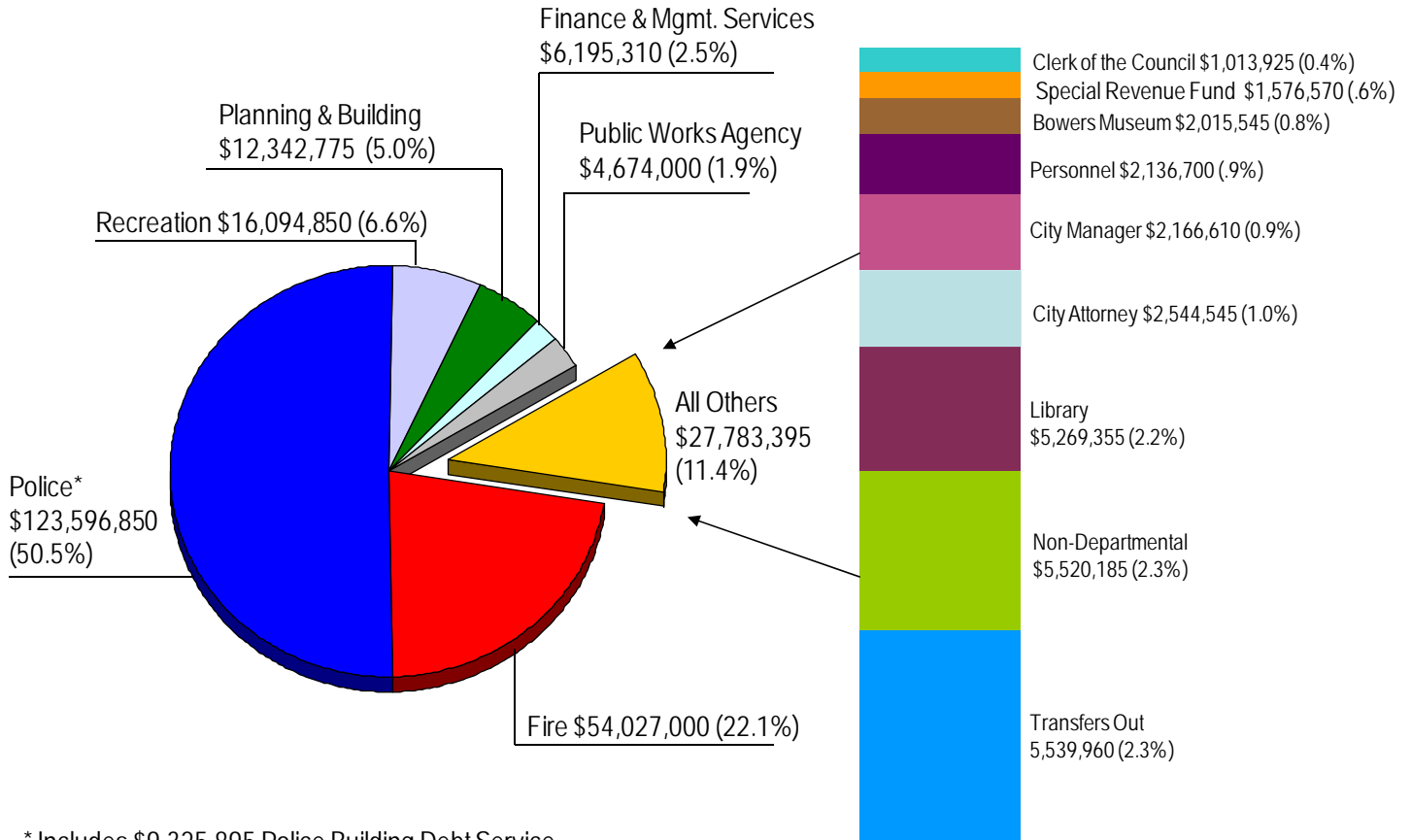
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
Subtotal		18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
TOTAL PUBLIC SAFETY REVENUES		23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
Subtotal		1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
Subtotal		283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
Subtotal		107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

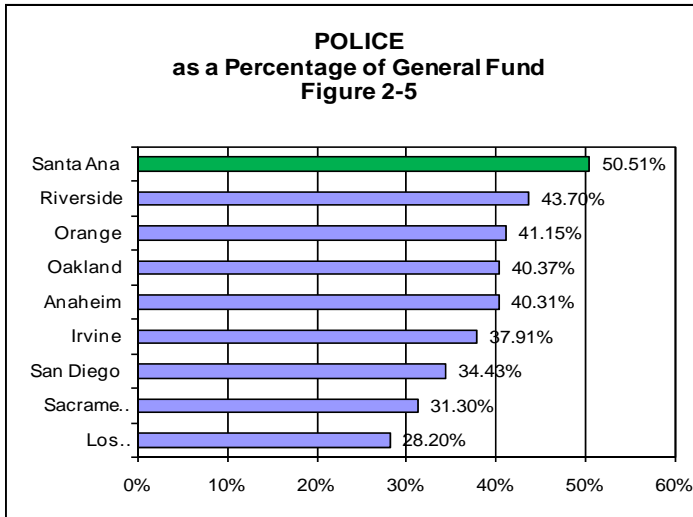
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

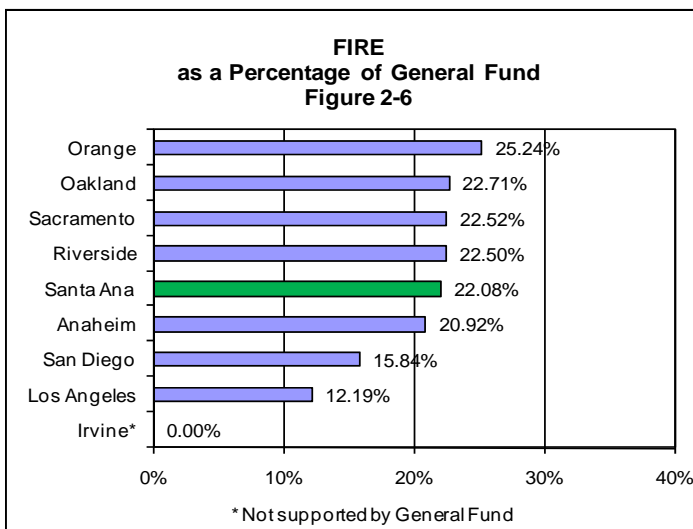
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

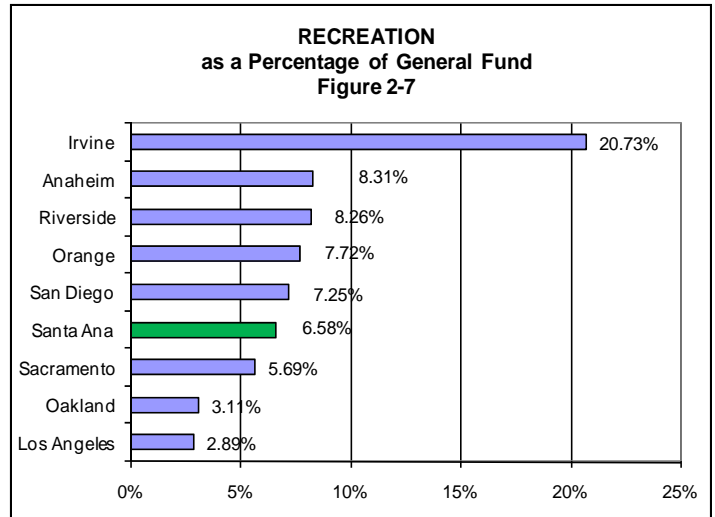


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

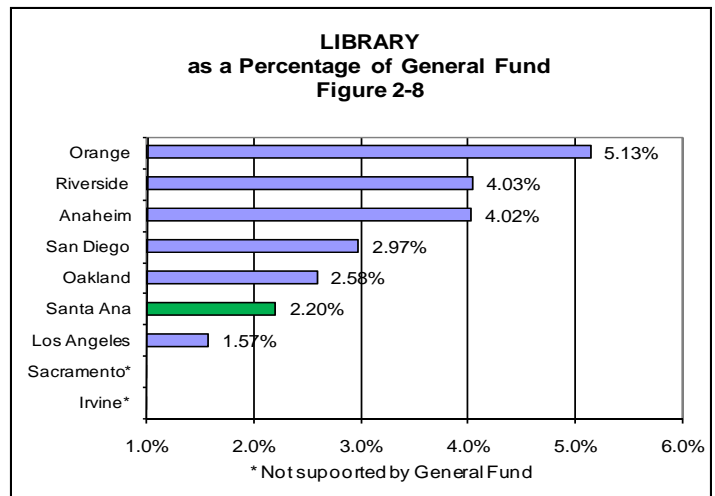


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
 Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>
* .50 of a Buyer is charged to the I.S. Strategic Plan fund.					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center">Action Plan for FY 2007-2008</p> <p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Stadium		Activity 244			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,965,804</u>	<u>1,737,242</u>	<u>2,025,400</u>	<u>2,207,185</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of "green and clean" park maintenance through the help of the agency's Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3610	Park Ranger	2.00		2.00		
9300	Park Maintenance Asst.		0.00		1.00	
7475	PT Supervising Park Ranger		2.00		3.00	
3615	PT Park Ranger		6.00		7.00	
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1411 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1466 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT Fire Suppression & EMS	PROGRAM 011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	0	220,531	265,530	287,275
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	0	585,728	552,960	496,960
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	0	13,026	33,000	10,000
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	0	780	0	0
	TOTAL	0	820,065	851,490	794,235

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u>3.00</u>		<u>3.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	<u>1,610,409</u>	<u>2,056,374</u>	<u>1,555,740</u>	<u>1,329,770</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	<u>5,669,137</u>	<u>6,101,461</u>	<u>8,319,000</u>	<u>8,873,015</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	<u>42.00</u>	<u>0.00</u>	<u>42.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
% of 24-hour computer services & support	90%	92%	94%	99%
Efficiency				
% of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	183,591	281,115	247,715	282,355
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	140,618	199,131	206,420	206,420
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	13,966	23,176	31,400	28,400
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	17,761	26,305	19,685	39,755
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	3,383,455	5,101,659	5,774,540	5,800,830

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	33.00	0.00	33.00	0.00

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<p>* Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items.</p> <p>* Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations.</p>				
Action Plan for FY 2008-09				
<p>* Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release.</p> <p>* Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets.</p> <p>* Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area.</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
	TOTAL	n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services	
<ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Proactive Rental Enforcement Program					Activity	510
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375	
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000	
6151	Retirement Plan	37,226	38,612	43,210	46,400	
6161	Medicare Insurance	2,478	2,305	4,060	4,215	
6171	Employees Insurance	65,311	69,815	80,590	87,465	
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600	
6181	Compensation Insurance	6,038	6,275	7,130	7,510	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>583,489</u>	<u>600,124</u>	<u>666,605</u>	<u>705,565</u>	
6211	Communications	2,904	2,913	4,075	4,075	
6221	Training & Transportation	760	0	1,065	1,065	
6251	Other Agency Services	450	375	405	405	
6281	M&R Machinery & Equipment	0	0	110	110	
6291	Other Contractual Services	671	0	4,340	4,340	
	SUBTOTAL CONTRACTUAL	<u>4,785</u>	<u>3,288</u>	<u>9,995</u>	<u>9,995</u>	
6311	Office Supplies	0	0	0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265	
	SUBTOTAL COMMODITIES	<u>5,481</u>	<u>6,231</u>	<u>14,265</u>	<u>14,265</u>	
6511	Equipment Rental, City	18,230	20,400	20,705	21,160	
6535	Treasury Service Charge	29,940	30,320	31,685	33,905	
	SUBTOTAL FIXED CHARGES	<u>48,170</u>	<u>50,720</u>	<u>52,390</u>	<u>55,065</u>	
	TOTAL	<u><u>641,925</u></u>	<u><u>660,363</u></u>	<u><u>743,255</u></u>	<u><u>784,890</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
2360	Community Preservation Inspector II	1.00		1.00		
2740	Community Preservation Inspector	4.00		4.00		
2580	Permit Technician	1.00		1.00		
7330	Senior Office Assistant	1.00		1.00		
	TOTAL	<u>7.00</u>		<u>7.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		1.00	
5330	Police Athletic/Activities League Assistant Director	1.00		1.00	
	TOTAL	2.00		2.00	

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		<u>ACTUAL</u> <u>FY 05-06</u>	<u>ACTUAL</u> <u>FY 06-07</u>	<u>PROJECTED</u> <u>FY 07-08</u>	<u>APPROVED</u> <u>FY 08-09</u>
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012 <i>Non Departmental</i>					
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106 <i>MacArthur Place Development</i>					
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179 <i>Computer Modification</i>					
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244 <i>Stadium Parking Lot Landscape</i>					
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250 <i>Park Improvements</i>					
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271 <i>Recreation Improvements</i>					
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615 <i>City Facility Improvements</i>					
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631 <i>Transportation - Street</i>					
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance					
	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1					
	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30					
	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

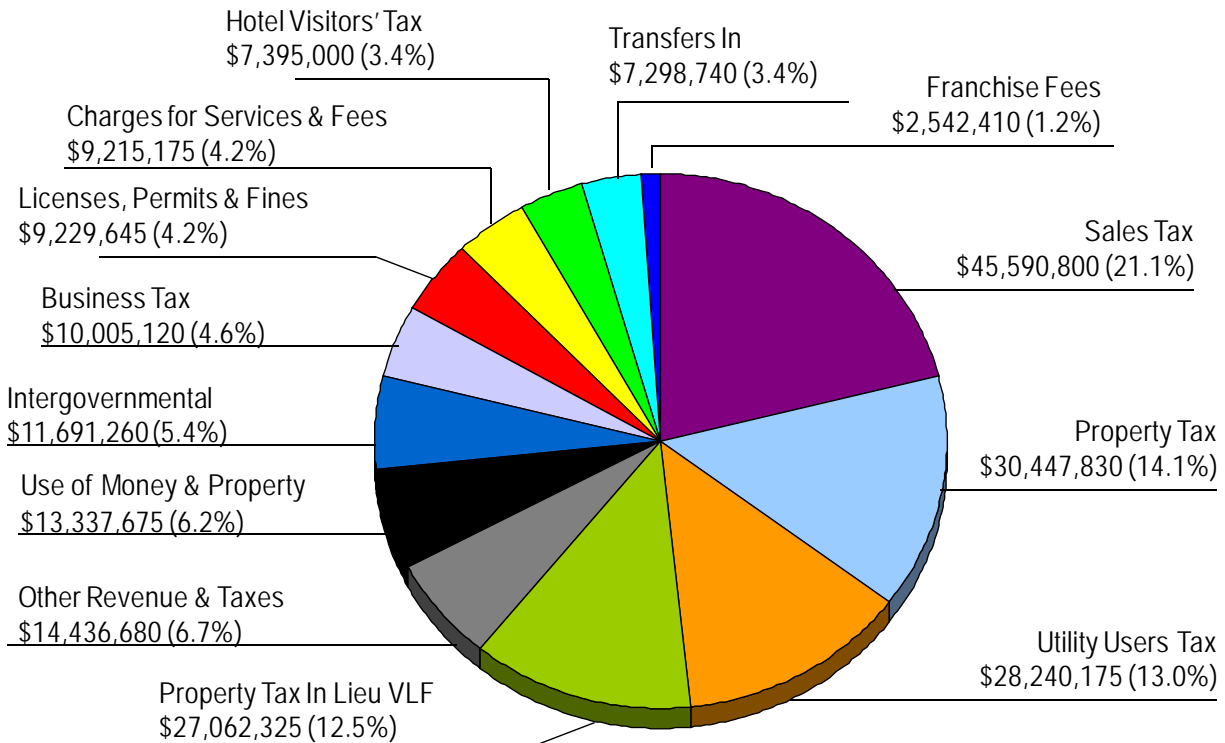
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

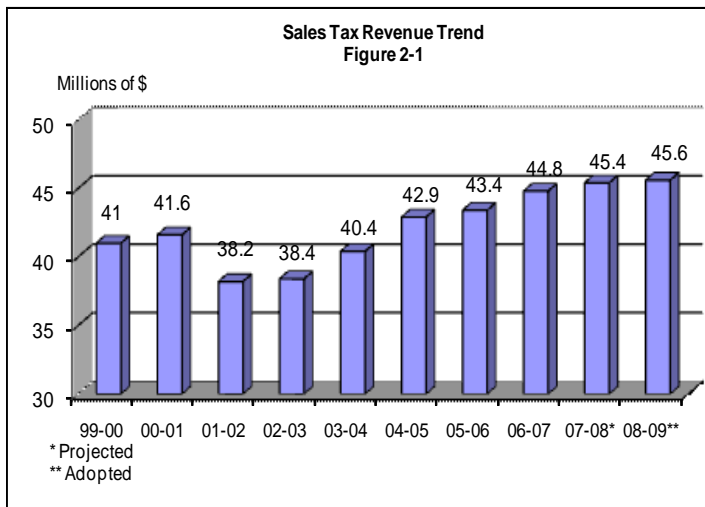
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



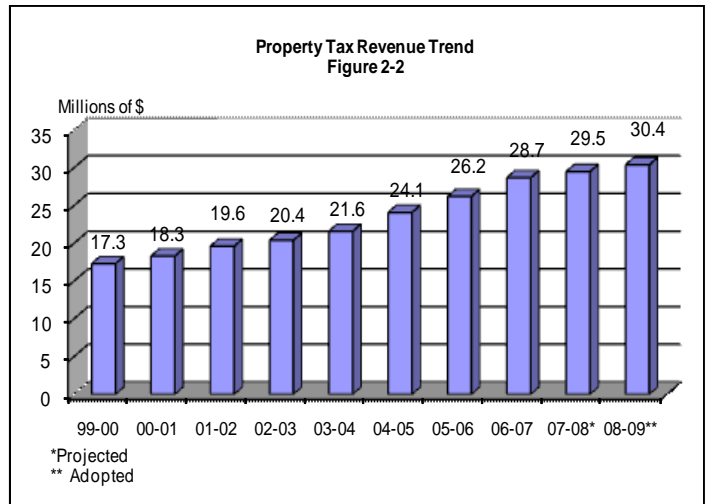
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

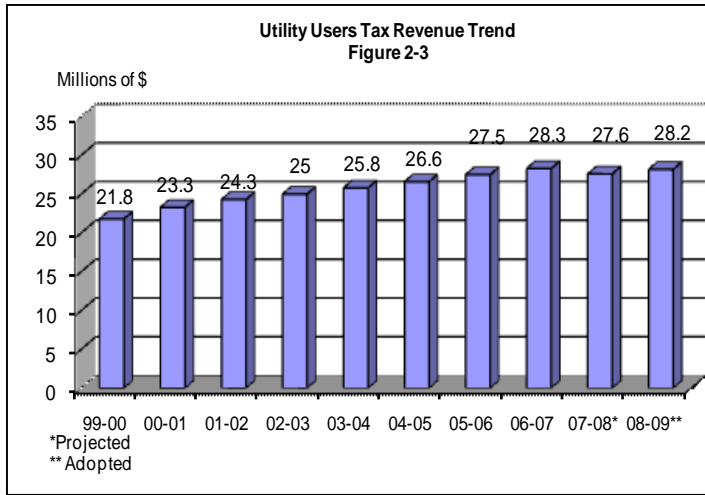


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

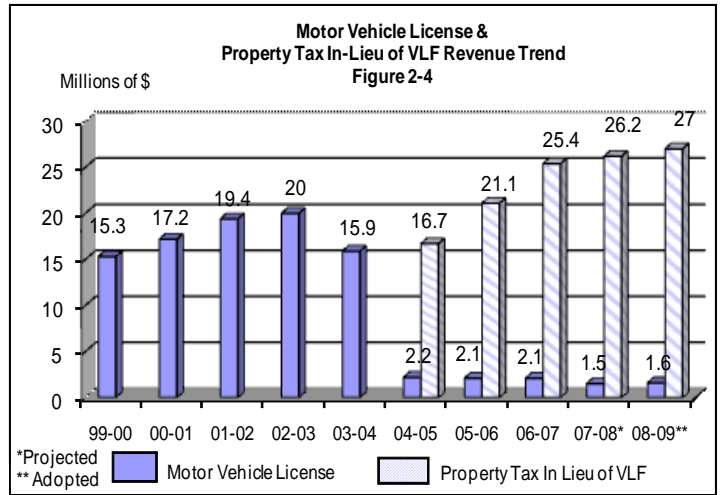
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

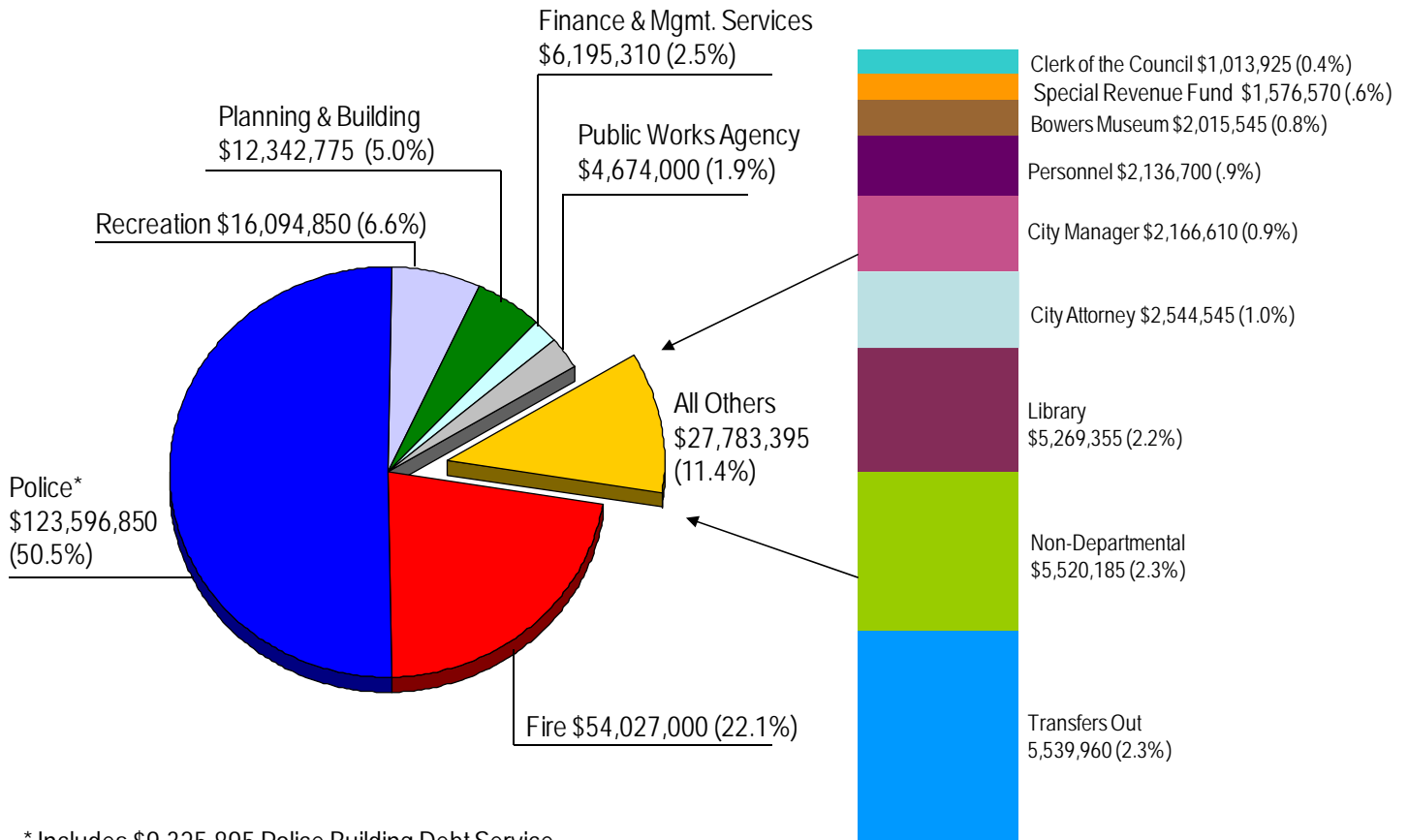
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

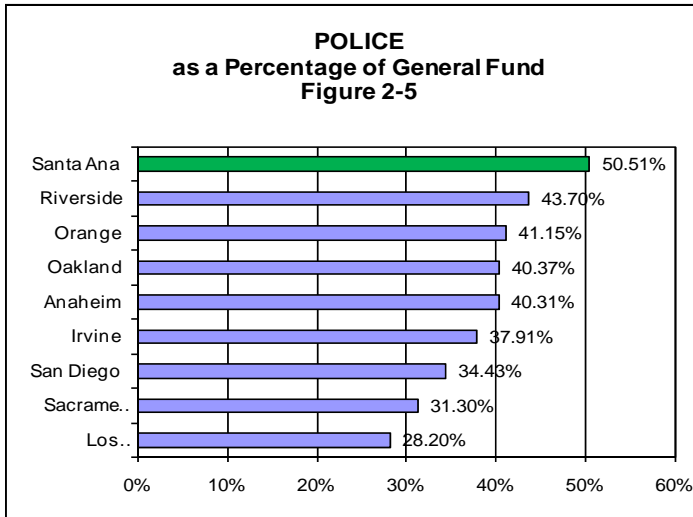
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

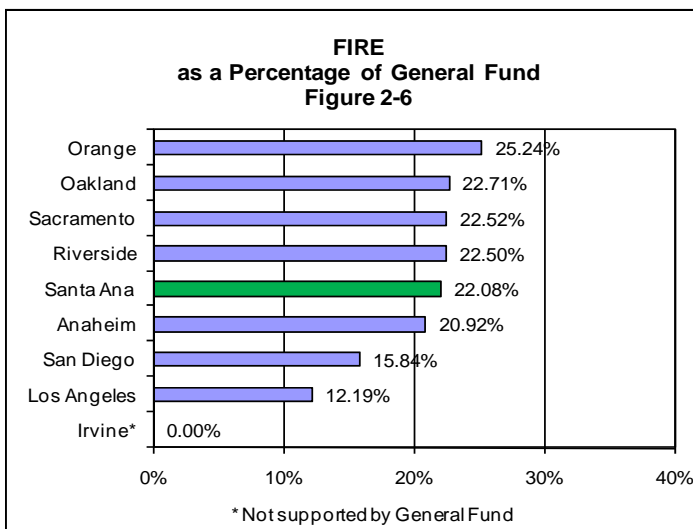
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

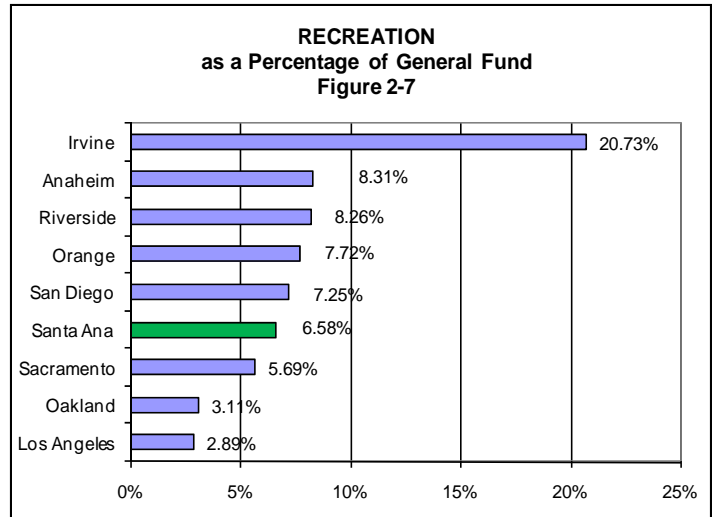


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

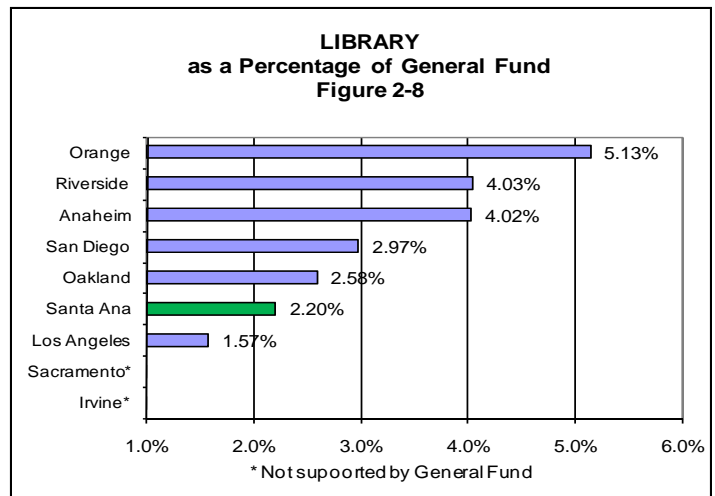


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00	1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
Action Plan for FY 2007-2008				
<p>**Due to organizational changes this account will be retired as of June 31, 2005</p> <p>**Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Community Affairs		Activity 232			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000
6151	Retirement Plan	38,762	41,651	53,550	62,910
6161	Medicare Insurance	6,103	6,552	6,870	8,515
6171	Employees Insurance	57,270	61,848	68,825	84,955
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945
6181	Compensation Insurance	20,025	21,765	21,980	25,190
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>
6211	Communications	34,816	40,552	36,015	36,015
6221	Training & Transportation	575	2,005	2,000	2,000
6251	Other Agency Services	627	170	1,750	1,750
6291	Contractual Services	210,336	217,554	293,665	293,665
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>
6391	Other Materials & Supplies	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>
6511	Equipment Rental	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>
6641	Machinery & Equipment	1,099	0	0	0
6661	Computer Software	2,580	0	0	0
6800	Transfer to Fund	0	0	0	0
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Stadium		Activity 244			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,965,804</u>	<u>1,737,242</u>	<u>2,025,400</u>	<u>2,207,185</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Services		Activity 250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	1,654,551	2,215,531	2,346,905	2,671,070
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	1,144,799	1,438,434	1,363,280	1,856,290
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	155,293	210,762	101,910	219,120
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	611,000	734,585	779,005	793,915
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	50,310	0	51,090	51,100
	TOTAL	3,615,953	4,599,312	4,642,190	5,591,495

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	37.00	16.00	37.00	25.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320		
<table border="1"><thead><tr><th data-bbox="123 279 764 321">Statement of Purpose</th></tr></thead><tbody><tr><td data-bbox="123 321 1520 636"><p><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p><p>The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p></td></tr></tbody></table>		Statement of Purpose	<p><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p>The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>
Statement of Purpose			
<p><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p>The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>			
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>FIELD OPERATIONS</p> <p>To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p>SUPPORT SERVICES</p> <p>To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p>FIRE PREVENTION</p> <p>To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p>ADMINISTRATION</p> <p>Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>			

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Office of the Fire Chief		Activity			320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275
6151	Retirement Plan	90,981	104,676	71,550	84,690
6161	Medicare Insurance	5,255	6,522	3,785	1,890
6171	Employees Insurance	65,446	73,137	44,155	46,075
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645
6181	Compensation Insurance	36,708	44,101	26,050	31,350
6191	Other Personal Services	0	29	0	0
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090
6211	Communications	5,477	5,260	7,360	7,360
6221	Training & Transportation	27,378	30,187	7,665	6,665
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0
6251	Other Agency Services	1,401	1,900	1,140	1,650
6291	Other Contractual Services	17,436	48,177	21,500	7,600
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275
6391	Other Material & Supplies	15,791	22,895	28,925	13,925
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925
6511	Equipment Rental, City	0	10,080	10,170	10,305
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305
6621	Buildings	25,405	51,769	0	0
6641	Machinery & Equipment	36,117	0	0	0
6661	Computer Software	847	0	0	0
	SUBTOTAL CAPITAL	62,369	51,769	0	0
	TOTAL	983,907	1,134,720	662,345	709,595
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03080	Fire Captain	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
00060	Receptionist	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Prevention		011-321		
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>1,413,138</u>	<u>1,595,408</u>	<u>1,495,560</u>	<u>1,652,660</u>	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	<u>38,757</u>	<u>46,156</u>	<u>37,965</u>	<u>48,530</u>	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	<u>28,666</u>	<u>35,948</u>	<u>30,120</u>	<u>16,000</u>	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	<u>71,755</u>	<u>80,225</u>	<u>94,210</u>	<u>104,835</u>	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>6,335</u>	<u>0</u>	<u>0</u>	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	<u>1,640</u>	<u>0</u>	<u>1,635</u>	<u>1,635</u>	
	TOTAL	<u><u>1,553,956</u></u>	<u><u>1,764,072</u></u>	<u><u>1,659,490</u></u>	<u><u>1,823,660</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Information Technology					Activity	324
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050	
6151	Retirement Plan	0	25,263	28,730	29,770	
6161	Medicare Insurance	0	1,234	1,505	1,445	
6171	Employees Insurance	0	16,500	25,570	33,950	
6172	Retiree Medical Insurance	0	2,342	2,455	2,720	
6181	Compensation Insurance	0	9,149	9,230	9,805	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>	
6211	Communications	0	10,724	3,760	3,760	
6221	Training & Transportation	0	1,288	1,200	3,500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	573,716	548,000	489,700	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>	
6391	Other Material & Supplies	0	13,026	33,000	10,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>	
6661 1	Computer Software - <1,000	0	780	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

- Prepare and monitor the annual budget process
- Prepare monthly forecasts of financial position, including expenditures and revenues
- Provide budgetary & fiscal expertise to Fire Management
- Provide cause & effect and cost analyst of a budgetary nature

Purchasing

- Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

- Process Direct Payment Vouchers for payment of invoices
- Process Direct Payment Vouchers for reimbursements to employees
- Maintain proper Petty Cash accountability

Administration

- Monitor agreements & contracts for compliance
- Prepare & process certifications for hiring, separations and salary changes
- Prepare the Department's Requests for Council Actions
- Prepare the Departmental revenue deposits going to Treasury

Payroll

- Process the semi-monthly payroll
- Research and resolve payroll questions
- Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fiscal & Budget					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	257,760	275,285	
6131	Salaries & Wages-Temporary	0	0	19,440	0	
6141	Salaries & Wages-Overtime	0	0	2,625	2,760	
6151	Retirement Plan	0	0	20,335	21,295	
6161	Medicare Insurance	0	0	2,475	2,550	
6171	Employees Insurance	0	0	40,775	46,265	
6172	Retiree Medical Insurance	0	0	2,355	3,030	
6181	Compensation Insurance	0	0	4,560	4,250	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>	
6211	Communications	0	0	840	840	
6221	Training & Transportation	0	0	1,000	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>	
6391	Other Material & Supplies	0	0	3,775	3,275	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
00151	Principal Management Analyst	1.00		1.00		
07090	Lead Accounting Assistant	1.00		1.00		
07010	Accounting Assistant	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3390	Police Chief	1.00		1.00		
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	3.00		3.00		
1200	Management Aide	1.00		1.00		
0140	Secretary to the Police Chief	1.00		1.00		
7330	Senior Office Assistant	2.00		2.00		
	TOTAL	9.00	0.00	9.00	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 333			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100
6151	Retirement Plan	533,697	621,314	742,065	843,750
6161	Medicare Insurance	32,427	38,807	40,695	50,495
6171	Employees Insurance	372,023	426,090	498,210	566,360
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075
6181	Compensation Insurance	212,666	248,656	265,415	280,235
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380
6211	Communications	6,026	5,766	6,000	6,000
6221	Training & Transportation	13,215	22,197	13,000	13,000
6251	Other Agency Services	263	202	500	500
6281	M&R Machinery & Equipment	392	0	0	0
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700
6391	Other Material & Supplies	37,658	38,768	40,000	40,000
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000
6511	Equipment Rental, City	402,985	429,605	479,345	501,935
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935
6641	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	1.00		1.00	
7310	Sr Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL	5.50	0.00	5.50	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1360	Forensic Services Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3200	Police Officer	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT Fiscal & Budget Office					FUND Activity	11 348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Building & Facility	011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Homeland Security

PROGRAM
011-353

Statement of Purpose

To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.

SERVICE PROGRAM

Police Services

- * Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds
- * Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster
- * Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region
- * Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security
- * Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification.
 ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
TOTAL		<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Street Lighting	11-625			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- <u>752,227</u>	----- <u>3,025,309</u>	----- <u>1,713,530</u>	----- <u>109,015</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- <u>9.00</u>		----- <u>0.00</u>	

GENERAL FUND

PUBLIC WORKS AGENCY Median Landscaping	PROGRAM 11-637						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 40%; padding: 2px;">Statement of Purpose</th> <td style="padding: 5px;"> <p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p> </td> </tr> <tr> <th style="padding: 2px;">Accomplishments in FY 06-07 & 07-08</th> <td style="padding: 5px;"> <p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. </td> </tr> <tr> <th style="padding: 2px;">Action Plan for FY 2008-09</th> <td style="padding: 5px;"> <p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p> </td> </tr> </table>		Statement of Purpose	<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>	Accomplishments in FY 06-07 & 07-08	<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 	Action Plan for FY 2008-09	<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>
Statement of Purpose	<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>						
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Action Plan for FY 2008-09	<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>						
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09			
Service Level							
# of neighborhood monuments maintained	21	47	47	N/A			
# of street medians maintained	45	28	28	N/A			
# of arterial sidewalks maintained	11	13	13	N/A			
# of water reservoir areas maintained	6	6	6	N/A			
# of parking structure and lots maintained	8	2	1	N/A			
# of miscellaneous areas maintained	4	24	24	N/A			
# of annual color areas maintained	0	11	11	N/A			
Efficiency							
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A			
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A			
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A			
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A			
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A			

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		1.00	
5330	Police Athletic/Activities League Assistant Director	1.00		1.00	
	TOTAL	2.00		2.00	

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

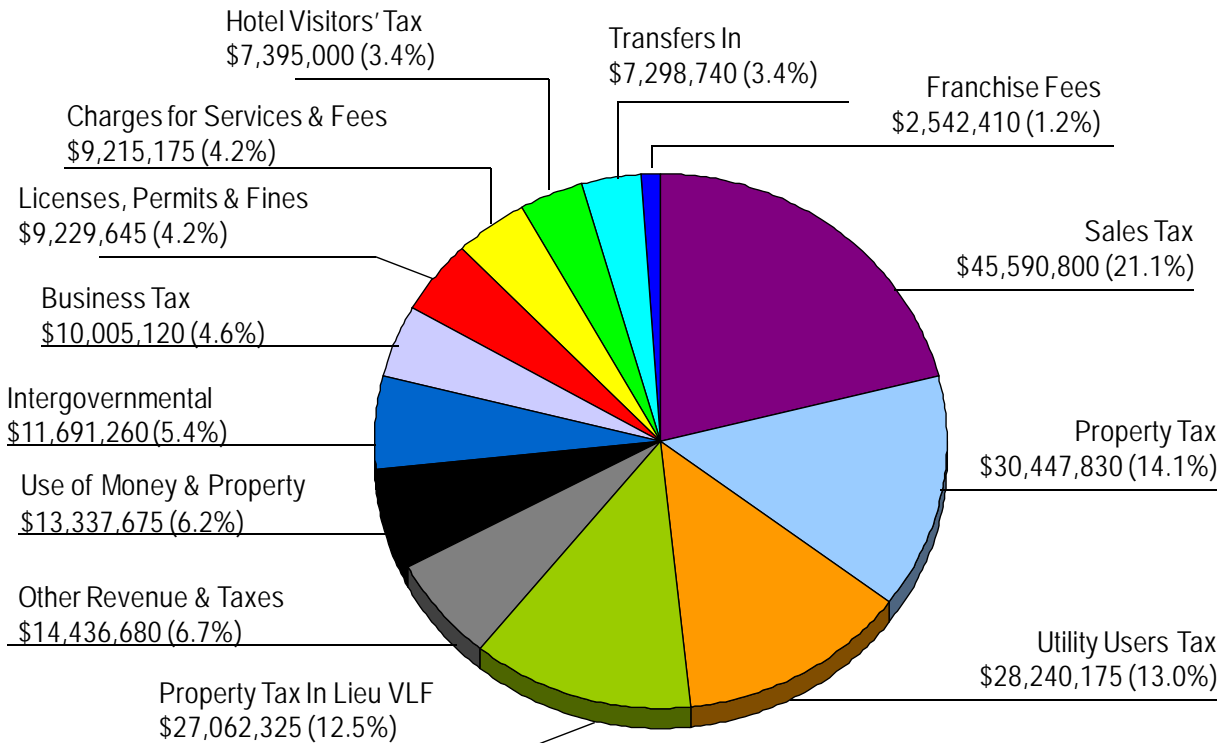
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



development, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

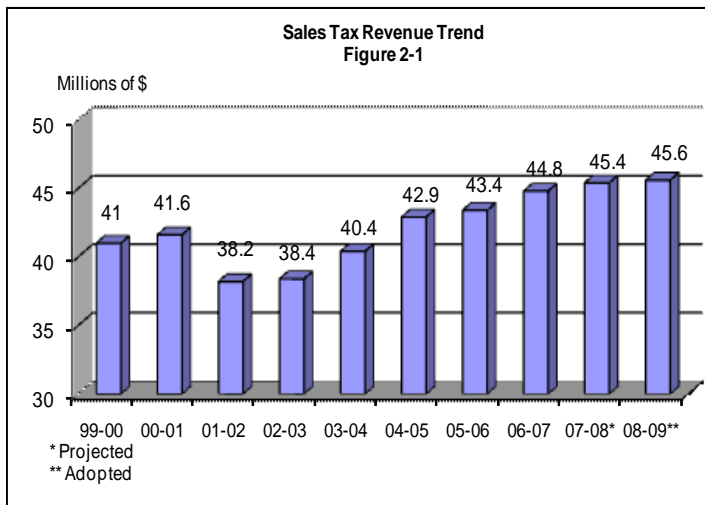
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



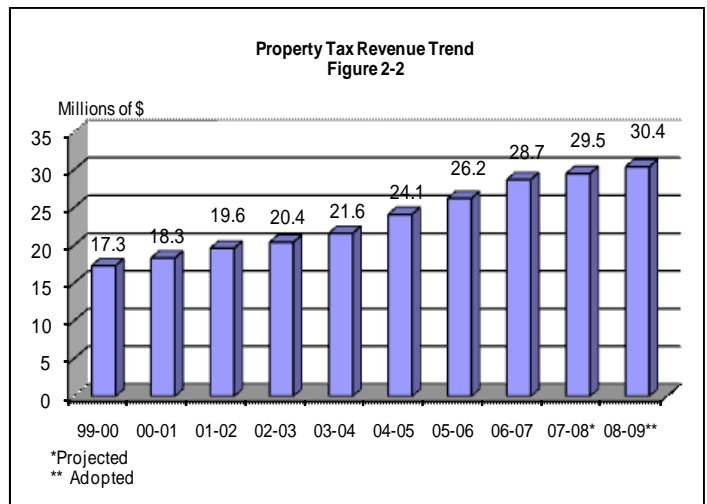
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

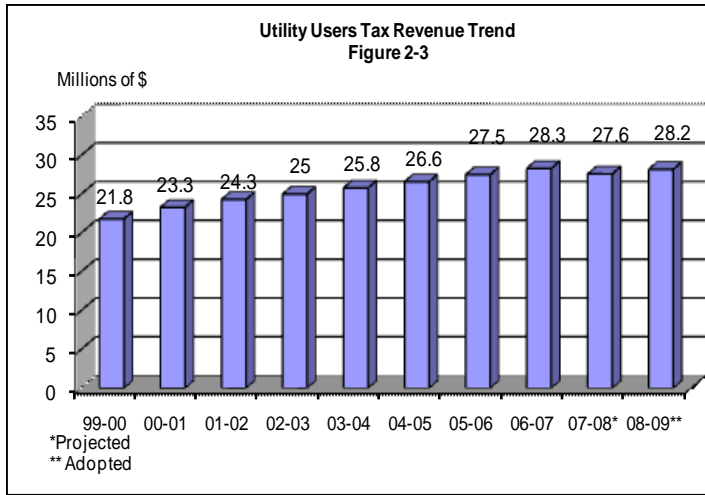


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

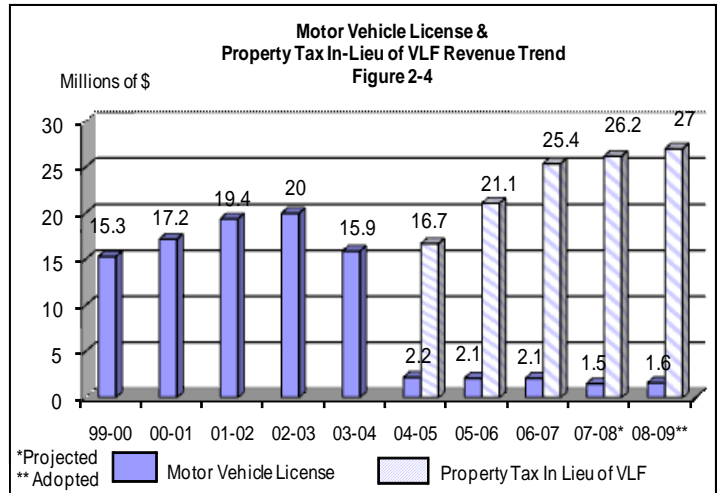
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

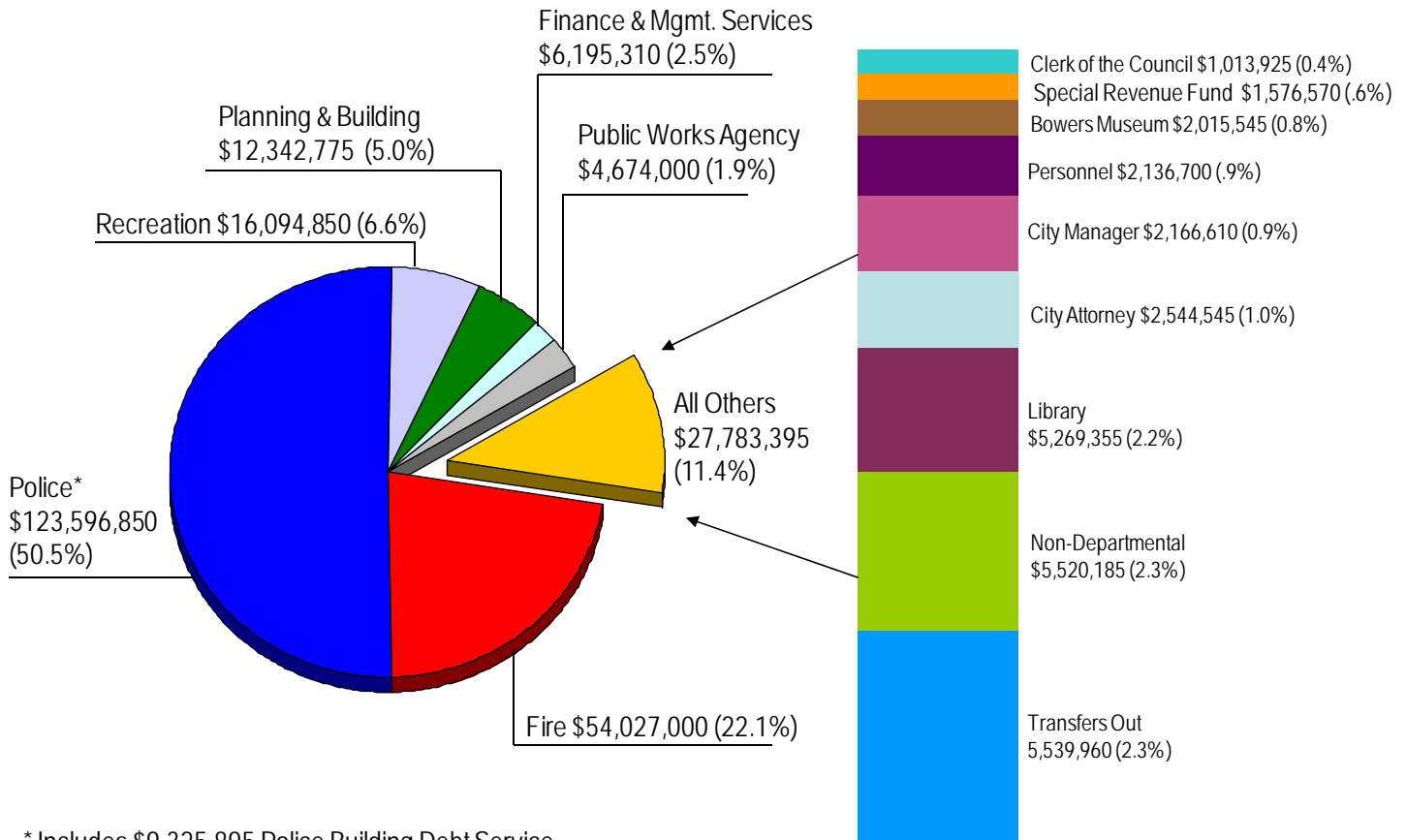
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

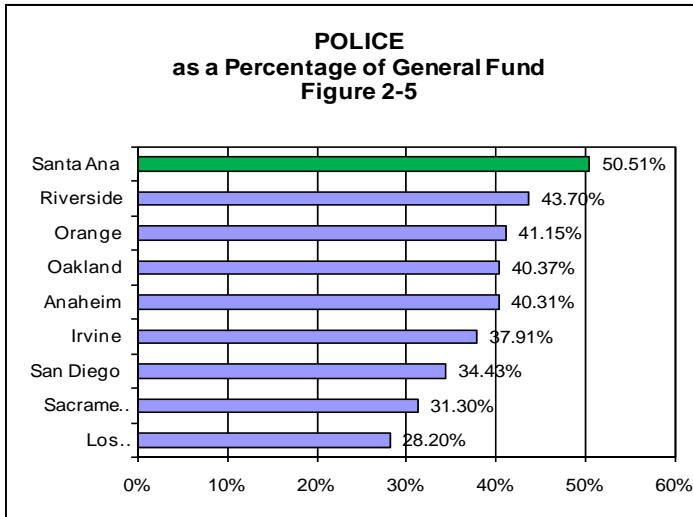
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

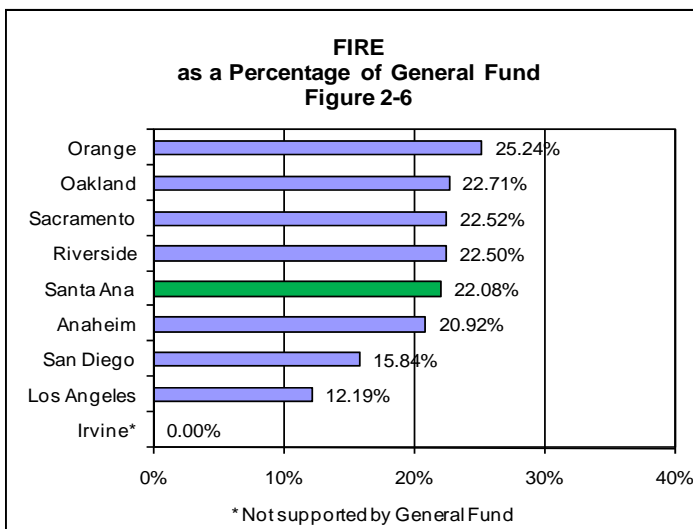
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

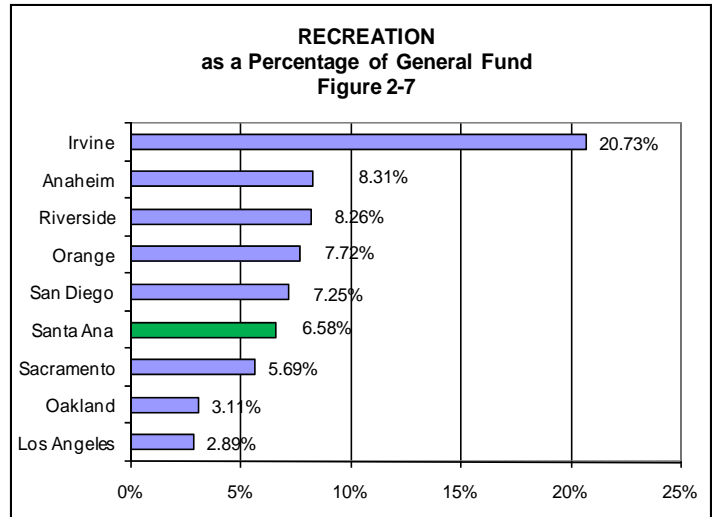


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

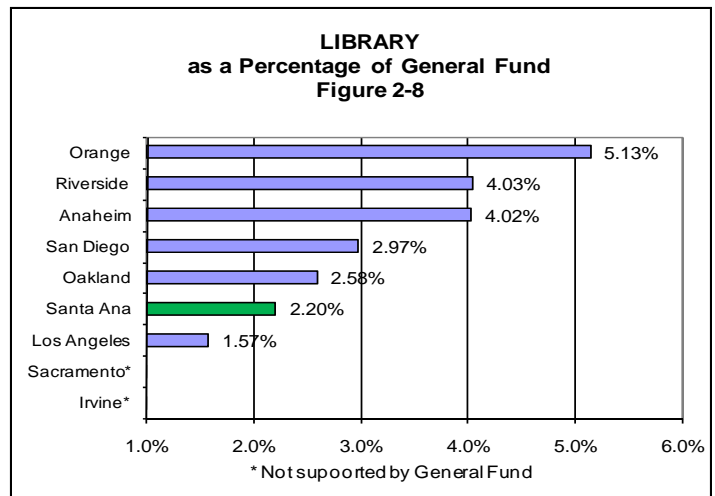


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021	Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
	TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	452,635	506,414	593,785	621,155
6200	Contractual	29,142	160,896	40,315	309,415
6300	Commodities	44,721	46,197	45,700	45,700
6500	Fixed Charges	33,515	35,585	35,840	37,655
6600	Capital	2,018	296	0	0
	TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	
	TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00
<i>1 Supervising Accountant charged to I.S. Strategic Plan Fund.</i> <i>1 Senior Accountant charged to I.S. Strategic Plan Fund</i> <i>1 Accountant II charged to Community Development Agency (CDA)</i>					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u><u>8.00</u></u>	<u><u>23.00</u></u>	<u><u>8.00</u></u>	<u><u>25.00</u></u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	1,079,905	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	333,430	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	75,235	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	27,715	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	0	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	1,516,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Stadium		Activity 244			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Services		Activity 250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	1,654,551	2,215,531	2,346,905	2,671,070
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	1,144,799	1,438,434	1,363,280	1,856,290
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	155,293	210,762	101,910	219,120
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	611,000	734,585	779,005	793,915
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	50,310	0	51,090	51,100
	TOTAL	3,615,953	4,599,312	4,642,190	5,591,495

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	37.00	16.00	37.00	25.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Park Ranger Program		Activity 251			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100
6151	Retirement Plan	4,974	10,455	20,705	22,180
6161	Medicare Insurance	3,221	3,708	3,555	3,850
6171	Employees Insurance	11,162	22,108	24,650	13,805
6172	Retiree Medical Insurance	562	1,023	1,125	2,040
6181	Compensation Insurance	6,750	9,690	26,470	27,810
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>
6211	Communications	5,353	5,274	6,800	6,800
6221	Training & Transportation	15	0	1,000	1,000
6251	Other Agency Services	0	609	0	0
6291	Contractual Services	19,199	30,232	23,805	23,970
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>
6511	Equipment Rental, City	39,655	42,885	43,345	69,970
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3610	Park Ranger	2.00		2.00	
9300	Park Maintenance Asst.		0.00		1.00
7475	PT Supervising Park Ranger		2.00		3.00
3615	PT Park Ranger		6.00		7.00
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			11
Park Building Services		Activity			260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	29,721	33,289	0	0
6151	Retirement Plan	2,271	1,962	0	0
6171	Employees Insurance	5,715	4,982	0	0
6172	Retiree Medical Insurance	245	113	0	0
6181	Compensation Insurance	4,217	3,680	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0
	TOTAL	634,667	1,192,779	731,105	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	TOTAL	0.00		0.00	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	<u>1,755,389</u>	<u>2,039,789</u>	<u>2,673,370</u>	<u>2,886,385</u>
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	<u>243,783</u>	<u>287,548</u>	<u>137,890</u>	<u>165,615</u>
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	<u>204,988</u>	<u>234,169</u>	<u>217,450</u>	<u>220,450</u>
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	<u>199,620</u>	<u>199,050</u>	<u>214,565</u>	<u>215,595</u>
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	<u>673</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>2,404,453</u>	<u>2,760,555</u>	<u>3,243,275</u>	<u>3,488,045</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	<u>16.00</u>	<u>119.00</u>	<u>16.00</u>	<u>123.00</u>

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1260">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1302 431 1329">ADMINISTRATION</p> <p data-bbox="237 1371 1463 1434">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	1.00		1.00	
7310	Sr Legal Secretary	1.00		1.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL	5.50	0.00	5.50	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Animal Services	011-339			
Statement of Purpose				
<i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Crimes Against Persons		011-341		
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT Communications		FUND Activity			11 346
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	<u>26,080</u>	<u>28,962</u>	<u>93,125</u>	<u>98,295</u>
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	<u>142,131</u>	<u>164,642</u>	<u>166,305</u>	<u>177,575</u>
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	<u>5,958</u>	<u>4,239</u>	<u>3,770</u>	<u>3,770</u>
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	<u>0</u>	<u>6,545</u>	<u>7,645</u>	<u>7,740</u>
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	<u><u>3,703,346</u></u>	<u><u>4,192,390</u></u>	<u><u>4,612,425</u></u>	<u><u>4,880,890</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	<u>8.00</u>		<u>8.00</u>	
	TOTAL	<u><u>44.00</u></u>	<u><u>0.00</u></u>	<u><u>44.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT Fiscal & Budget Office					FUND Activity	11 348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Median Landscaping		11-637		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		1.00	
5330	Police Athletic/Activities League Assistant Director	1.00		1.00	
	TOTAL	2.00		2.00	

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		<u>ACTUAL</u> <u>FY 05-06</u>	<u>ACTUAL</u> <u>FY 06-07</u>	<u>PROJECTED</u> <u>FY 07-08</u>	<u>APPROVED</u> <u>FY 08-09</u>
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012 <i>Non Departmental</i>					
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106 <i>MacArthur Place Development</i>					
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179 <i>Computer Modification</i>					
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244 <i>Stadium Parking Lot Landscape</i>					
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250 <i>Park Improvements</i>					
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271 <i>Recreation Improvements</i>					
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615 <i>City Facility Improvements</i>					
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631 <i>Transportation - Street</i>					
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

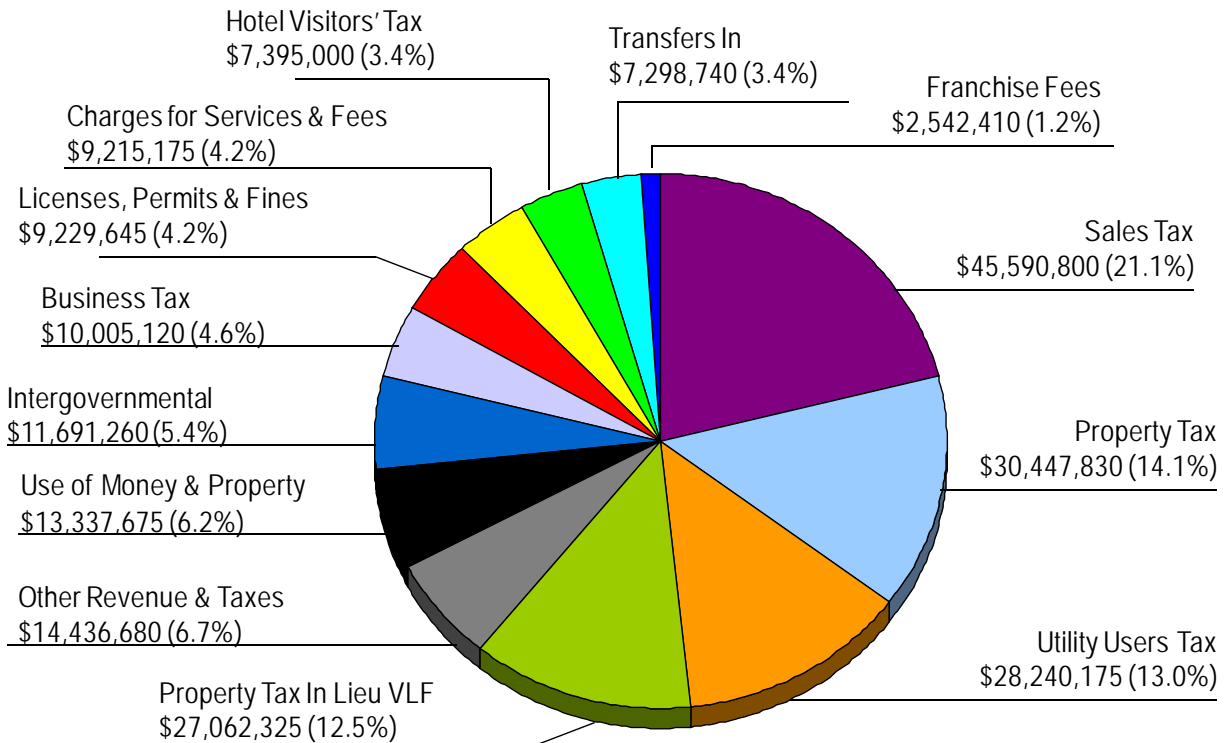
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

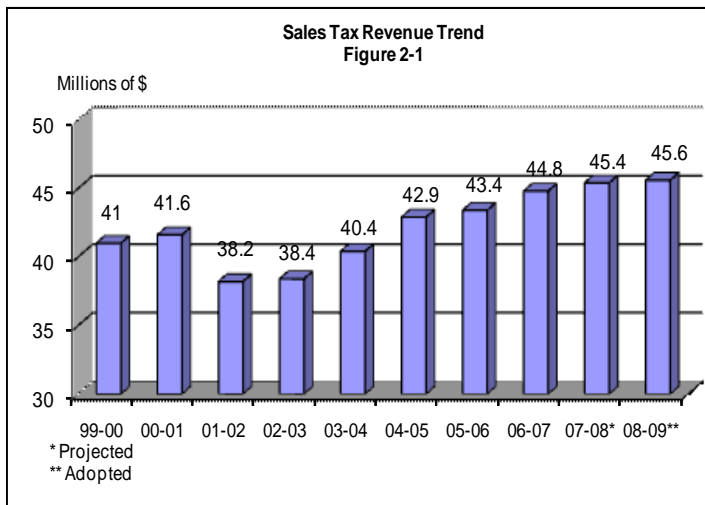
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



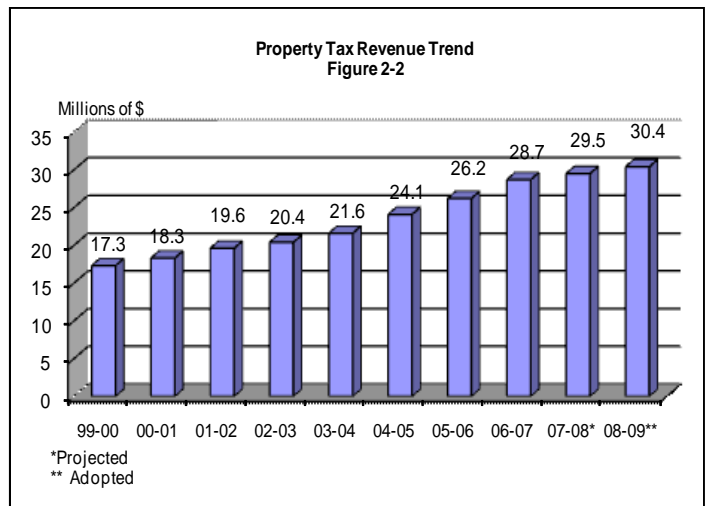
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

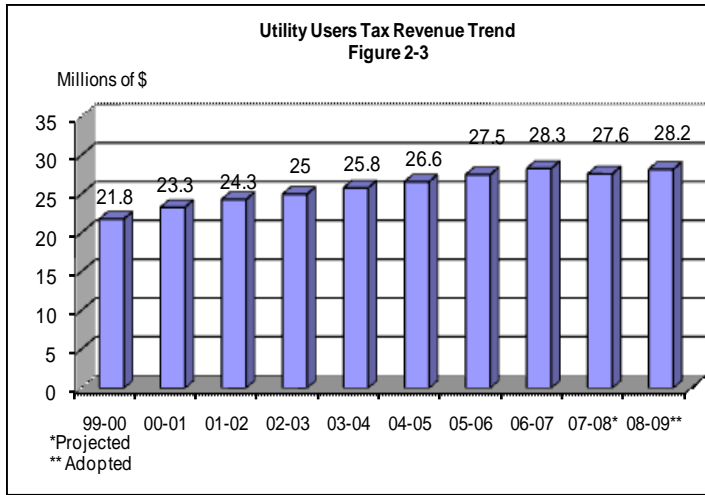


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

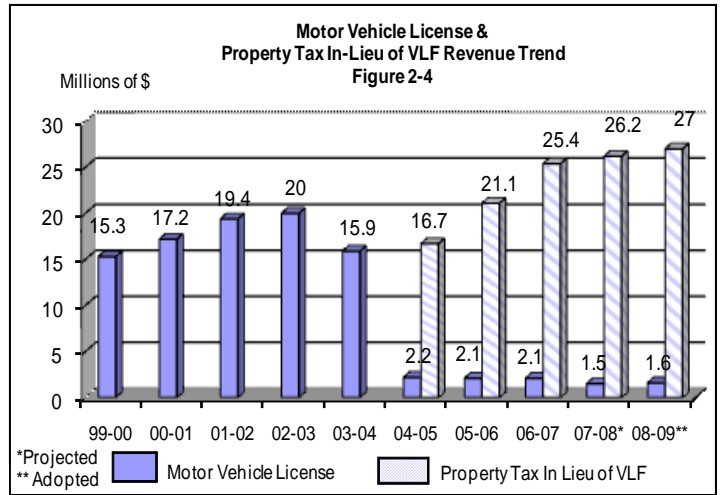
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

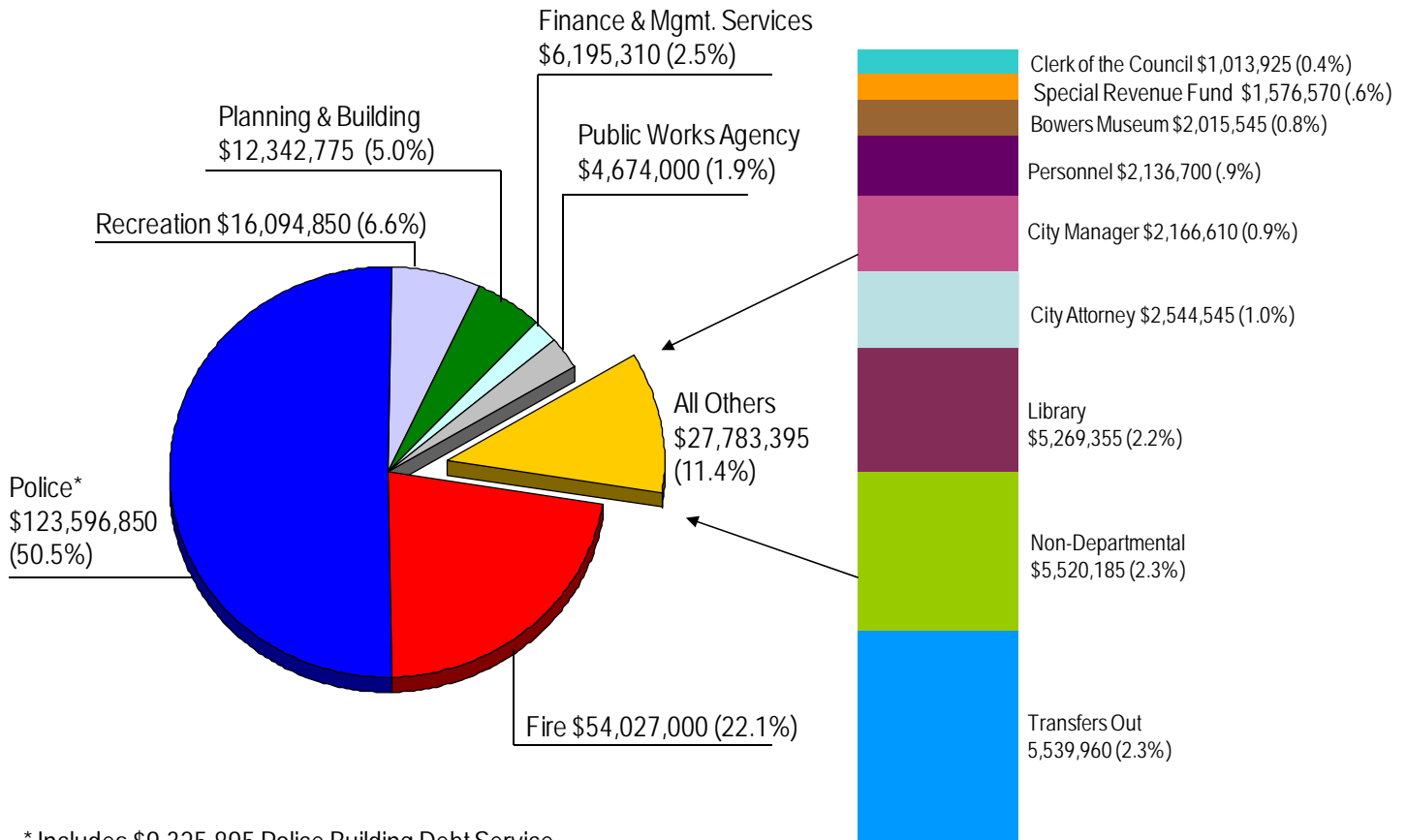
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

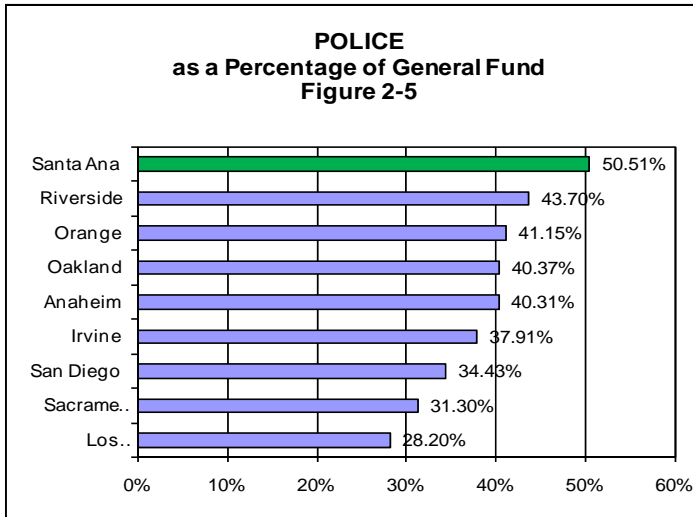
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

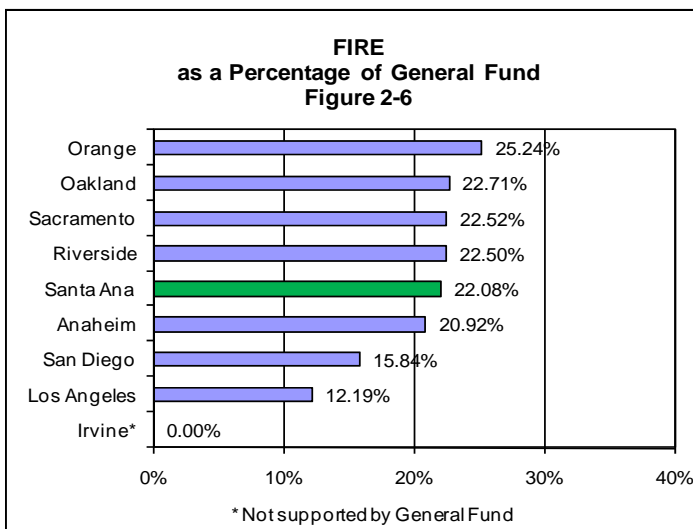
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

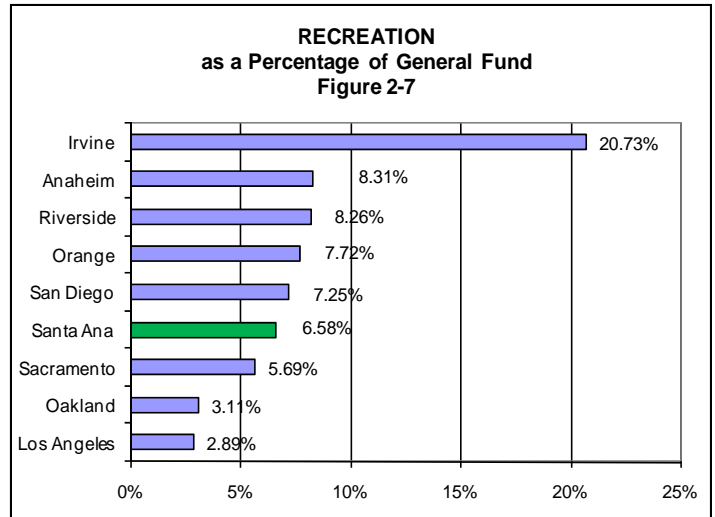


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

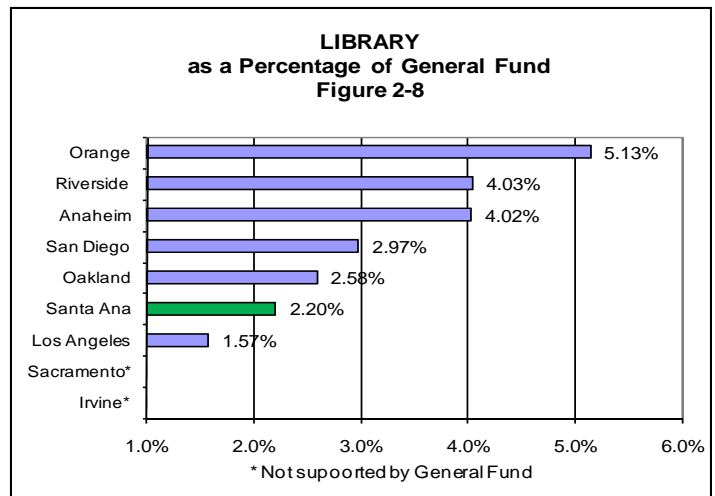


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employe disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
 Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES			FUND 11		
Stadium			Activity 244		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3610	Park Ranger	2.00		2.00		
9300	Park Maintenance Asst.		0.00		1.00	
7475	PT Supervising Park Ranger		2.00		3.00	
3615	PT Park Ranger		6.00		7.00	
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1463 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT Fire Suppression & EMS	PROGRAM 011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Information Technology					Activity	324
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050	
6151	Retirement Plan	0	25,263	28,730	29,770	
6161	Medicare Insurance	0	1,234	1,505	1,445	
6171	Employees Insurance	0	16,500	25,570	33,950	
6172	Retiree Medical Insurance	0	2,342	2,455	2,720	
6181	Compensation Insurance	0	9,149	9,230	9,805	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	0	220,531	265,530	287,275	
6211	Communications	0	10,724	3,760	3,760	
6221	Training & Transportation	0	1,288	1,200	3,500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	573,716	548,000	489,700	
	SUBTOTAL CONTRACTUAL	0	585,728	552,960	496,960	
6391	Other Material & Supplies	0	13,026	33,000	10,000	
	SUBTOTAL COMMODITIES	0	13,026	33,000	10,000	
6661 1	Computer Software - <1,000	0	780	0	0	
	SUBTOTAL CAPITAL	0	780	0	0	
	TOTAL	0	820,065	851,490	794,235	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u>3.00</u>		<u>3.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	60,529	55,366	37,375	54,705	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	37,373	0	0	110,760	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	14,148	28,165	26,000	10,000	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	24,940	29,465	33,725	34,320	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	429	262	0	0	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	925,533	833,595	737,270	1,139,440	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

- Prepare and monitor the annual budget process
- Prepare monthly forecasts of financial position, including expenditures and revenues
- Provide budgetary & fiscal expertise to Fire Management
- Provide cause & effect and cost analyst of a budgetary nature

Purchasing

- Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

- Process Direct Payment Vouchers for payment of invoices
- Process Direct Payment Vouchers for reimbursements to employees
- Maintain proper Petty Cash accountability

Administration

- Monitor agreements & contracts for compliance
- Prepare & process certifications for hiring, separations and salary changes
- Prepare the Department's Requests for Council Actions
- Prepare the Departmental revenue deposits going to Treasury

Payroll

- Process the semi-monthly payroll
- Research and resolve payroll questions
- Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	255,572	347,973	298,535	425,505
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	68,079	73,201	80,000	80,000
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	11,488	40,179	33,420	45,420
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	125,765	206,370	212,865	220,705
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	2,688	40	0	0
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	5,306,717	7,098,153	7,075,195	8,963,110

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	53.00	0.00	53.00	0.00

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1360	Forensic Services Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3200	Police Officer	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT Fiscal & Budget Office		FUND Activity			11 348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830
6131	Salaries Temp	20,398	28,390	0	0
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150
6151	Retirement Plan	15,702	22,895	31,280	34,260
6161	Medicare Insurance	3,519	4,384	5,525	6,790
6171	Employees Insurance	32,043	42,755	66,845	122,355
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710
6181	Compensation Insurance	2,432	3,046	3,960	4,240
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335
6211	Communications	480	480	480	480
6221	Training & Transportation	649	386	500	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	516	4,211	850	850
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830
6391	Other Material & Supplies	2,365	3,579	7,120	7,120
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120
	TOTAL	312,412	395,208	519,350	606,285

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Building & Facility	011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL	n/a	n/a	146,847,678	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services	
<ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Street Lighting	11-625			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

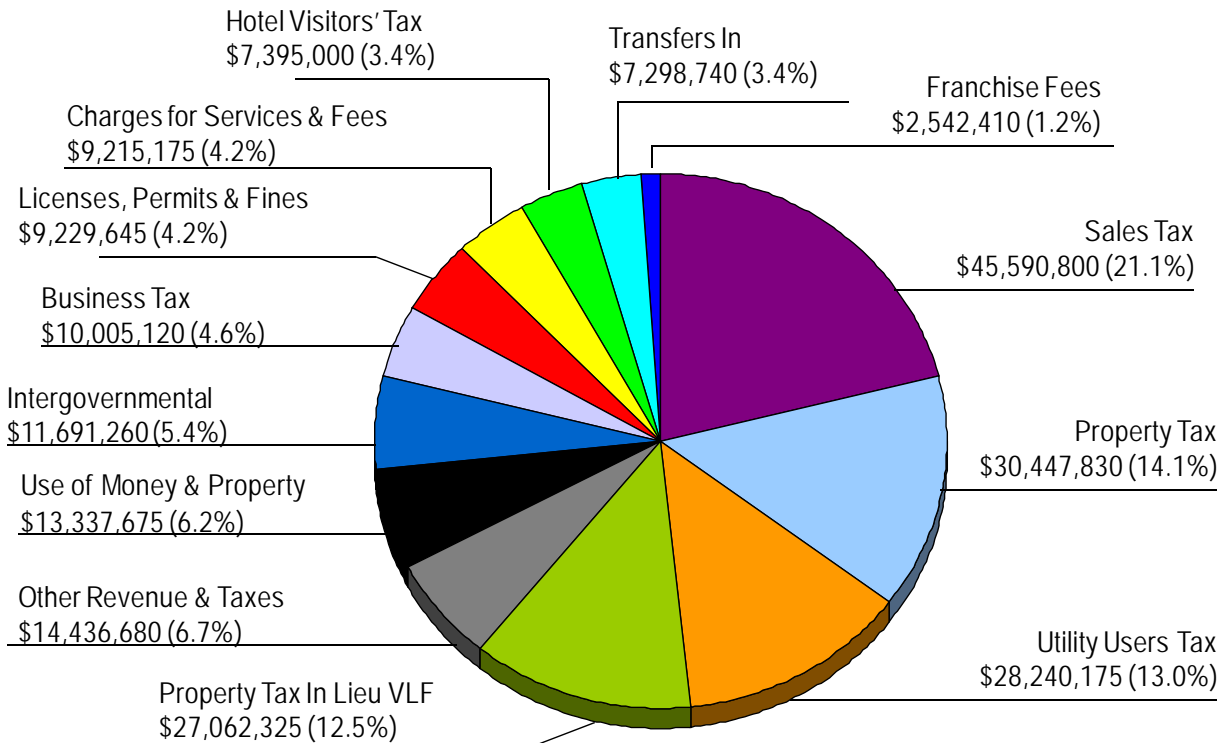
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



development, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
Miscellaneous Subtotal		10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

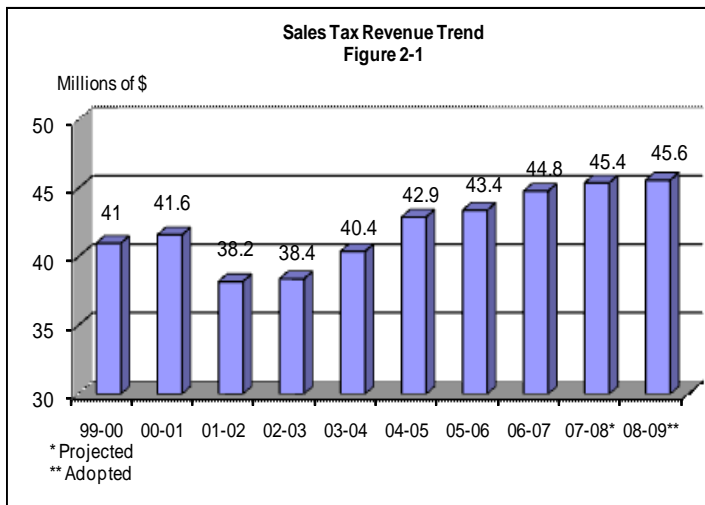
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



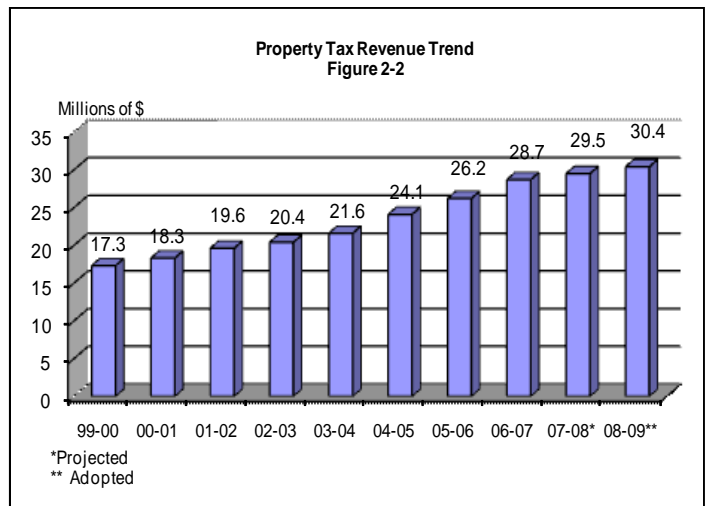
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

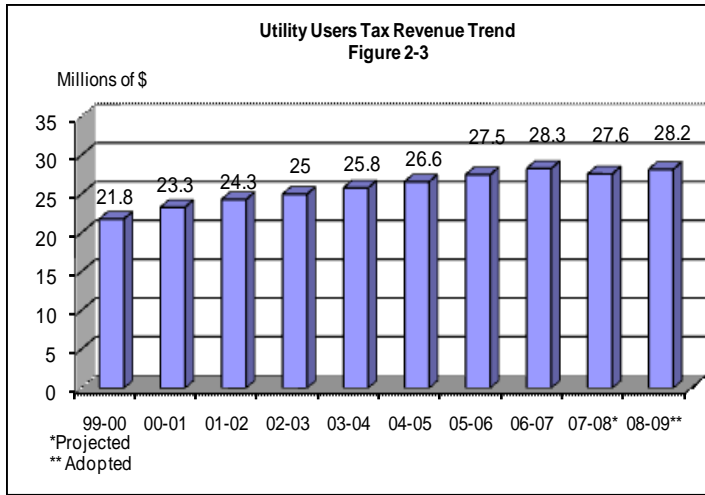


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

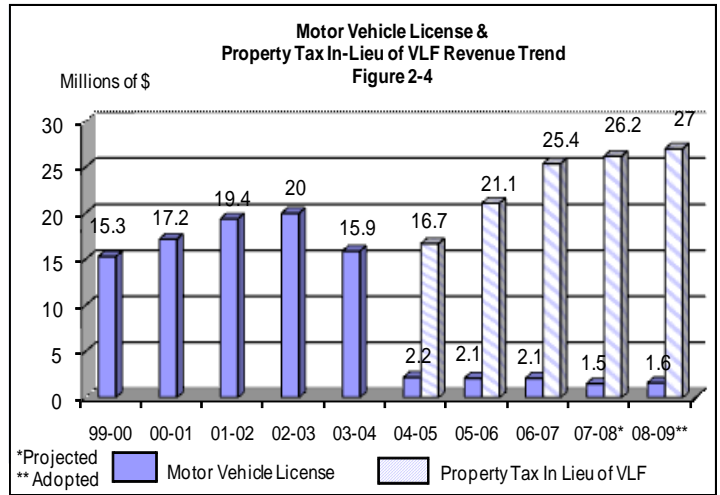
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	MAJOR REVENUE SOURCES TOTAL	139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

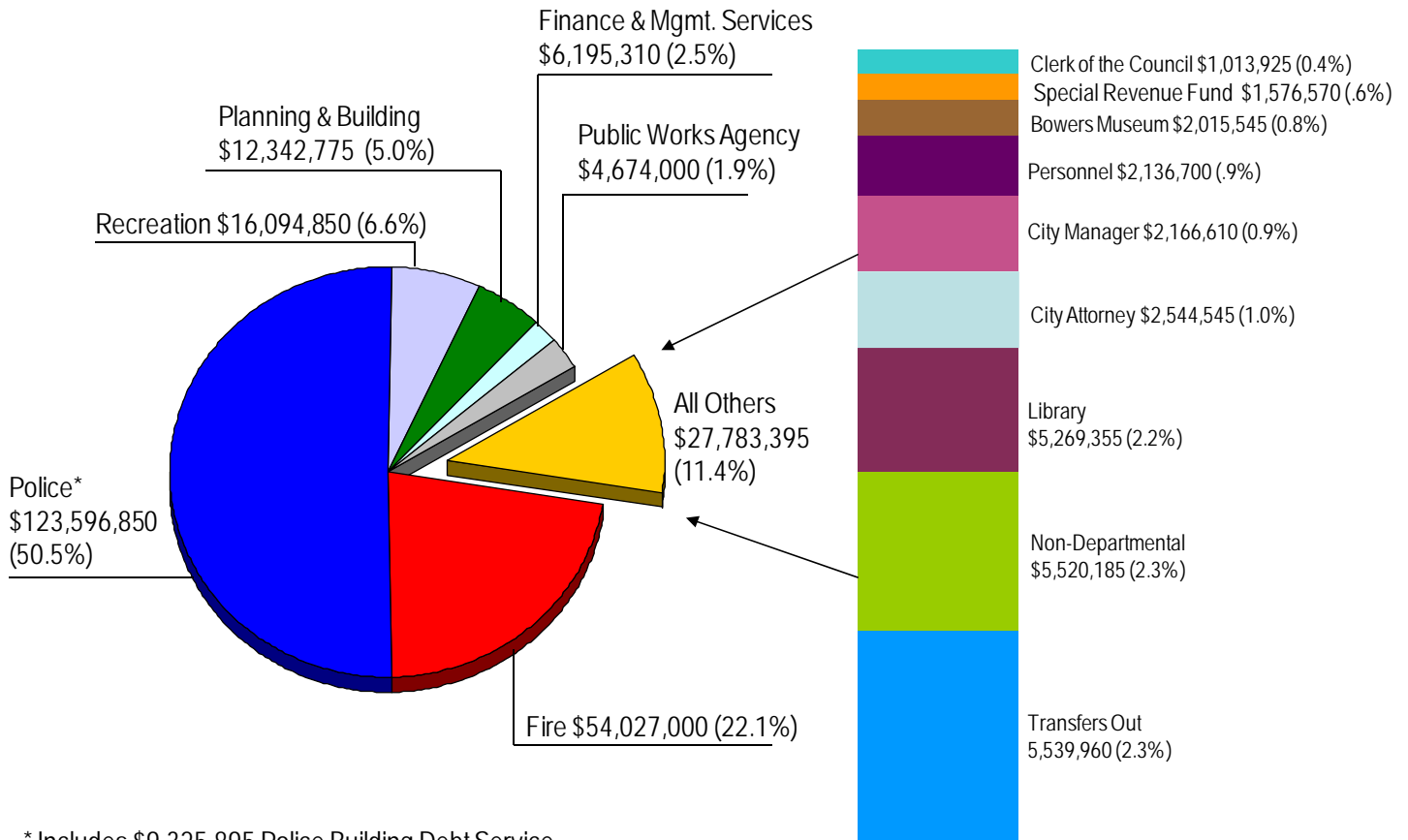
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

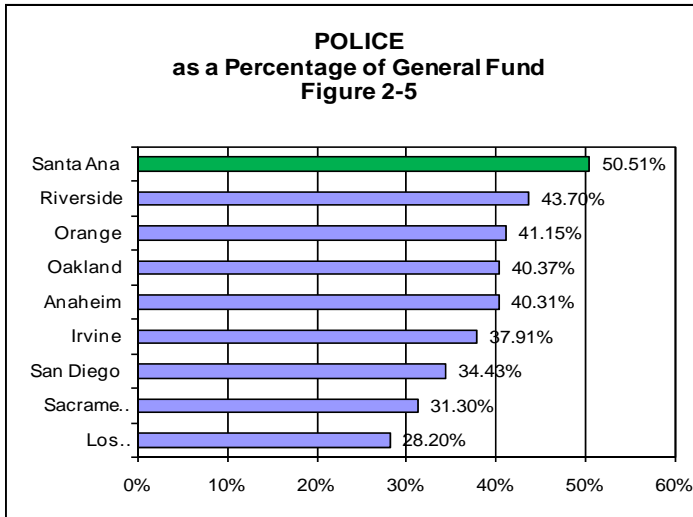
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

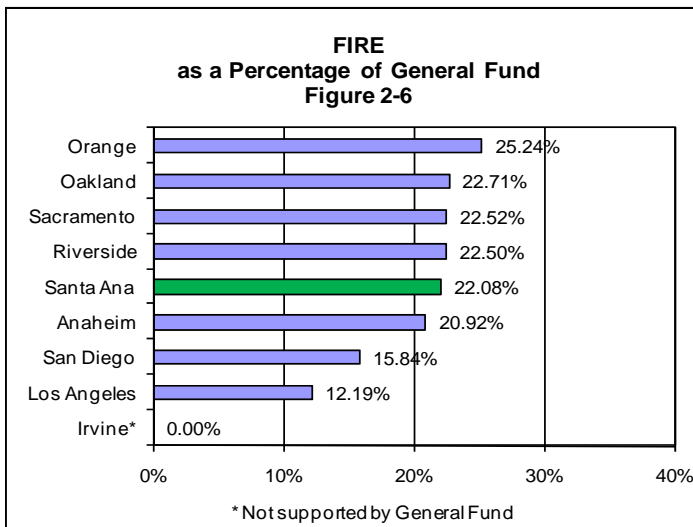
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progra	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

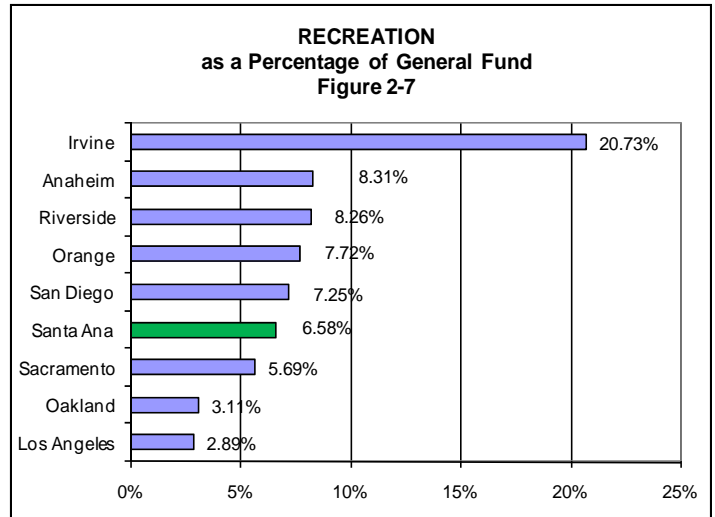


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

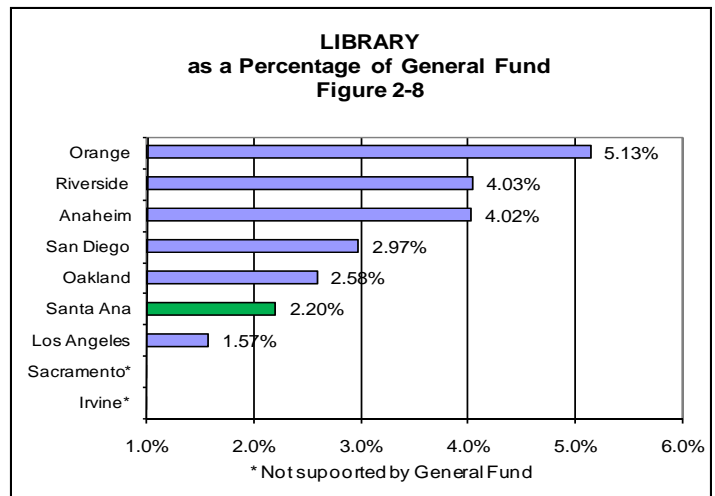


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u>7.00</u>		<u>7.00</u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
6100 Personnel	452,635	506,414	593,785	621,155		
6200 Contractual	29,142	160,896	40,315	309,415		
6300 Commodities	44,721	46,197	45,700	45,700		
6500 Fixed Charges	33,515	35,585	35,840	37,655		
6600 Capital	2,018	296	0	0		
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>		
Class Code	AUTHORIZED PERSONNEL		ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time	
1990 Clerk of the Council	1.00		1.00			
1700 Chief Assistant Clerk of the Council	1.00		1.00			
7290 Senior Deputy Clerk of the Council	2.00		2.00			
7050 Deputy Clerk of the Council	1.00		1.00			
7050 Sr. Administrative Intern	0.00	2.00	0.00			
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>		

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00

*.5 of attorney funded by Police Department
*1 Senior Paralegal funded by Risk Management

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassment policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>
* .50 of a Buyer is charged to the I.S. Strategic Plan fund.					

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	4,020,278	3,995,802	5,229,900	5,269,355
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	4,020,278	3,995,802	5,229,900	5,269,355
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	39.00	50.00	39.00	49.00
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>781,064</u>	<u>847,163</u>	<u>1,043,020</u>	<u>1,142,065</u>
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	<u>60,282</u>	<u>80,747</u>	<u>84,610</u>	<u>82,610</u>
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	<u>7,341</u>	<u>19,113</u>	<u>20,395</u>	<u>10,395</u>
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	<u>131,165</u>	<u>139,315</u>	<u>147,875</u>	<u>156,435</u>
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	<u>181,027</u>	<u>203,341</u>	<u>197,155</u>	<u>197,155</u>
	TOTAL	<u><u>1,160,878</u></u>	<u><u>1,289,679</u></u>	<u><u>1,493,055</u></u>	<u><u>1,588,660</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	<u>12.00</u>	<u>6.00</u>	<u>12.00</u>	<u>6.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND
Outreach Services & Community History					Activity 11
					215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,965,804</u>	<u>1,737,242</u>	<u>2,025,400</u>	<u>2,207,185</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3610	Park Ranger	2.00		2.00		
9300	Park Maintenance Asst.		0.00		1.00	
7475	PT Supervising Park Ranger		2.00		3.00	
3615	PT Park Ranger		6.00		7.00	
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	
6151	Retirement Plan	2,271	1,962	0	0	
6171	Employees Insurance	5,715	4,982	0	0	
6172	Retiree Medical Insurance	245	113	0	0	
6181	Compensation Insurance	4,217	3,680	0	0	
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	
6291	Other Contractual Services	337,025	340,178	471,075	117,645	
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	
6571	Building & Site Rental	217,655	231,825	254,880	221,370	
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	
6631	Imp Other Than Bld	31,725	569,613	0	0	
	SUBTOTAL CAPITAL	31,725	569,613	0	0	
	TOTAL	634,667	1,192,779	731,105	344,165	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1411 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1466 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>220,531</u>	<u>265,530</u>	<u>287,275</u>
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>585,728</u>	<u>552,960</u>	<u>496,960</u>
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	<u>0</u>	<u>13,026</u>	<u>33,000</u>	<u>10,000</u>
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>780</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>0</u></u>	<u><u>820,065</u></u>	<u><u>851,490</u></u>	<u><u>794,235</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u><u>3.00</u></u>		<u><u>3.00</u></u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<p><i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	<u>60,529</u>	<u>55,366</u>	<u>37,375</u>	<u>54,705</u>	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	<u>37,373</u>	<u>0</u>	<u>0</u>	<u>110,760</u>	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	<u>14,148</u>	<u>28,165</u>	<u>26,000</u>	<u>10,000</u>	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	<u>24,940</u>	<u>29,465</u>	<u>33,725</u>	<u>34,320</u>	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	<u>429</u>	<u>262</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	<u><u>925,533</u></u>	<u><u>833,595</u></u>	<u><u>737,270</u></u>	<u><u>1,139,440</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u><u>1,888,999</u></u>	<u><u>1,980,638</u></u>	<u><u>2,508,070</u></u>	<u><u>2,540,845</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3380	Technology Support Administrator	1.00		1.00		
3300	Police Sergeant	2.00		2.00		
3200	Police Officer	2.00		2.00		
2930	Police Systems Manager (1)	0.00		1.00		
0990	Senior Systems Administrator	1.00		1.00		
6470	Systems Support Analyst (2)	1.00		0.00		
1470	Senior Programmer Analyst	1.00		1.00		
3990	Crime/Research Analyst	4.00		4.00		
1060	Systems Technician-WNT	1.00		1.00		
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>		
	TOTAL	<u><u>15.00</u></u>	<u><u>0.00</u></u>	<u><u>15.00</u></u>	<u><u>0.00</u></u>	
(1)	New position					
(2)	Eliminated 1 position					

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	183,591	281,115	247,715	282,355
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	140,618	199,131	206,420	206,420
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	13,966	23,176	31,400	28,400
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	17,761	26,305	19,685	39,755
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	3,383,455	5,101,659	5,774,540	5,800,830

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	33.00	0.00	33.00	0.00

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
TOTAL		n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification.
 ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Roadway Markings & Signs		11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

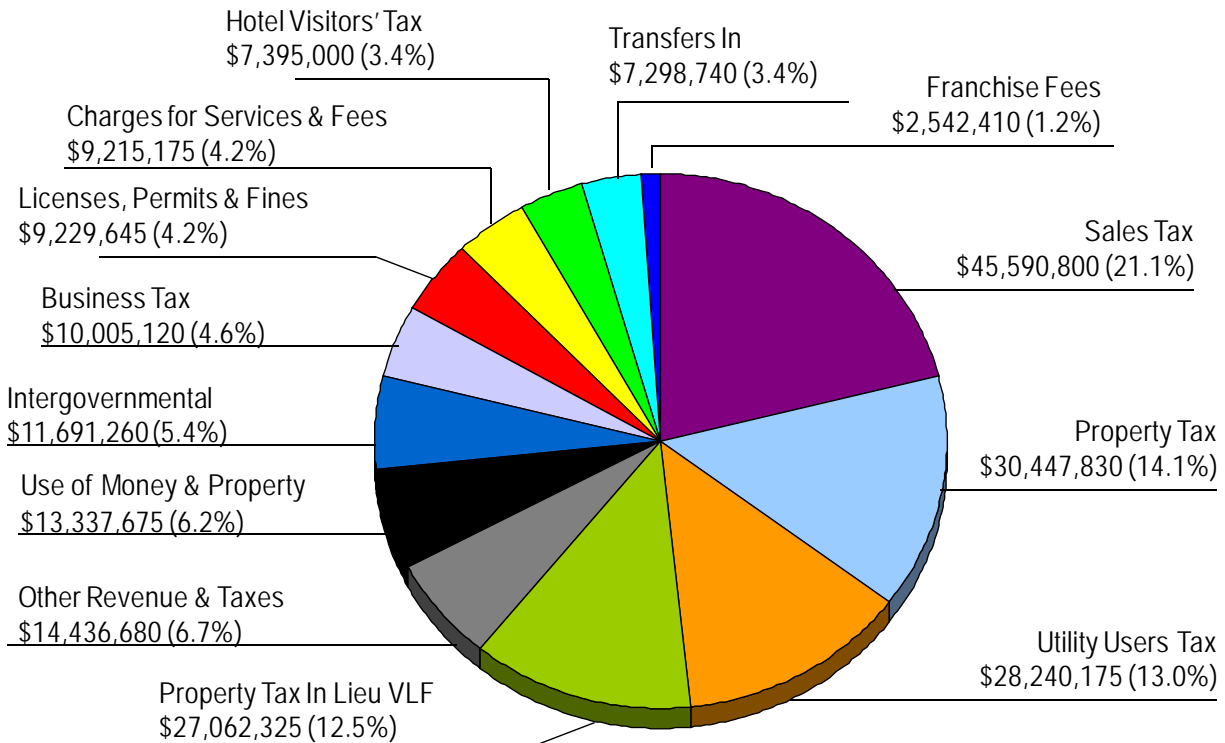
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



development, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

■ GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
Miscellaneous Subtotal		10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

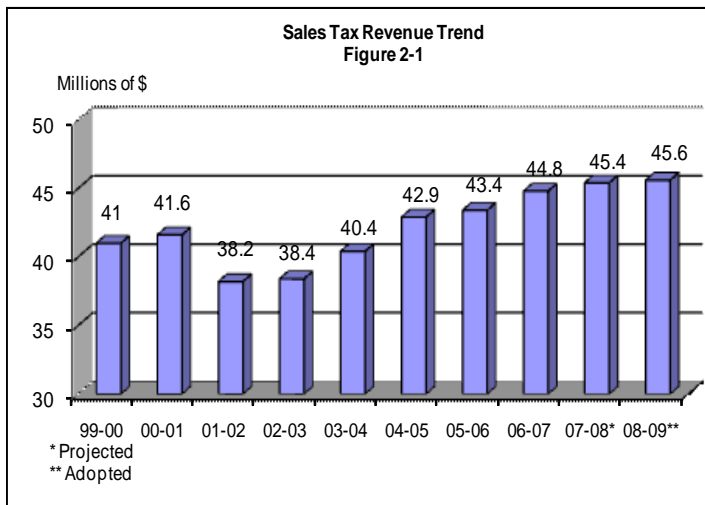
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Franchise Fees Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Licenses & Permits Subtotal		4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
Fines Subtotal		4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



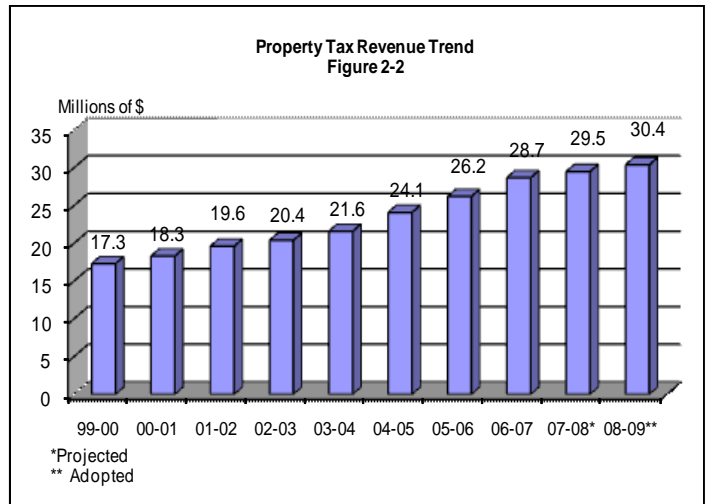
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

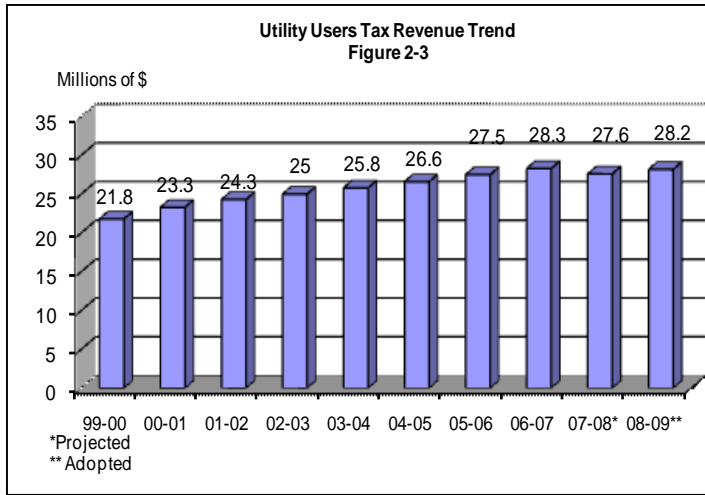


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

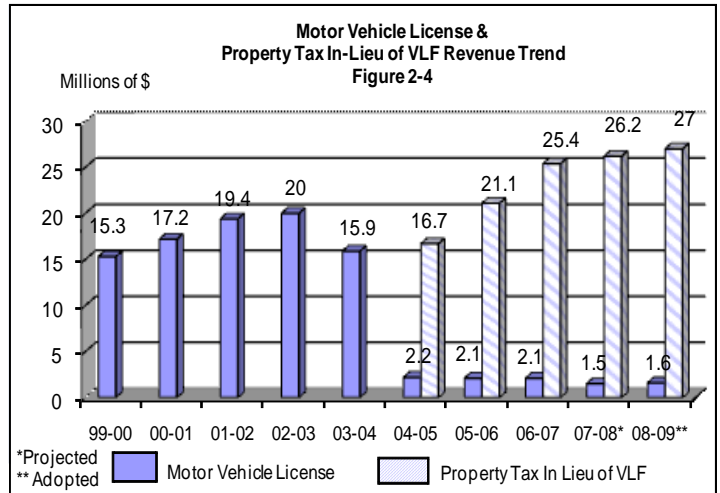
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

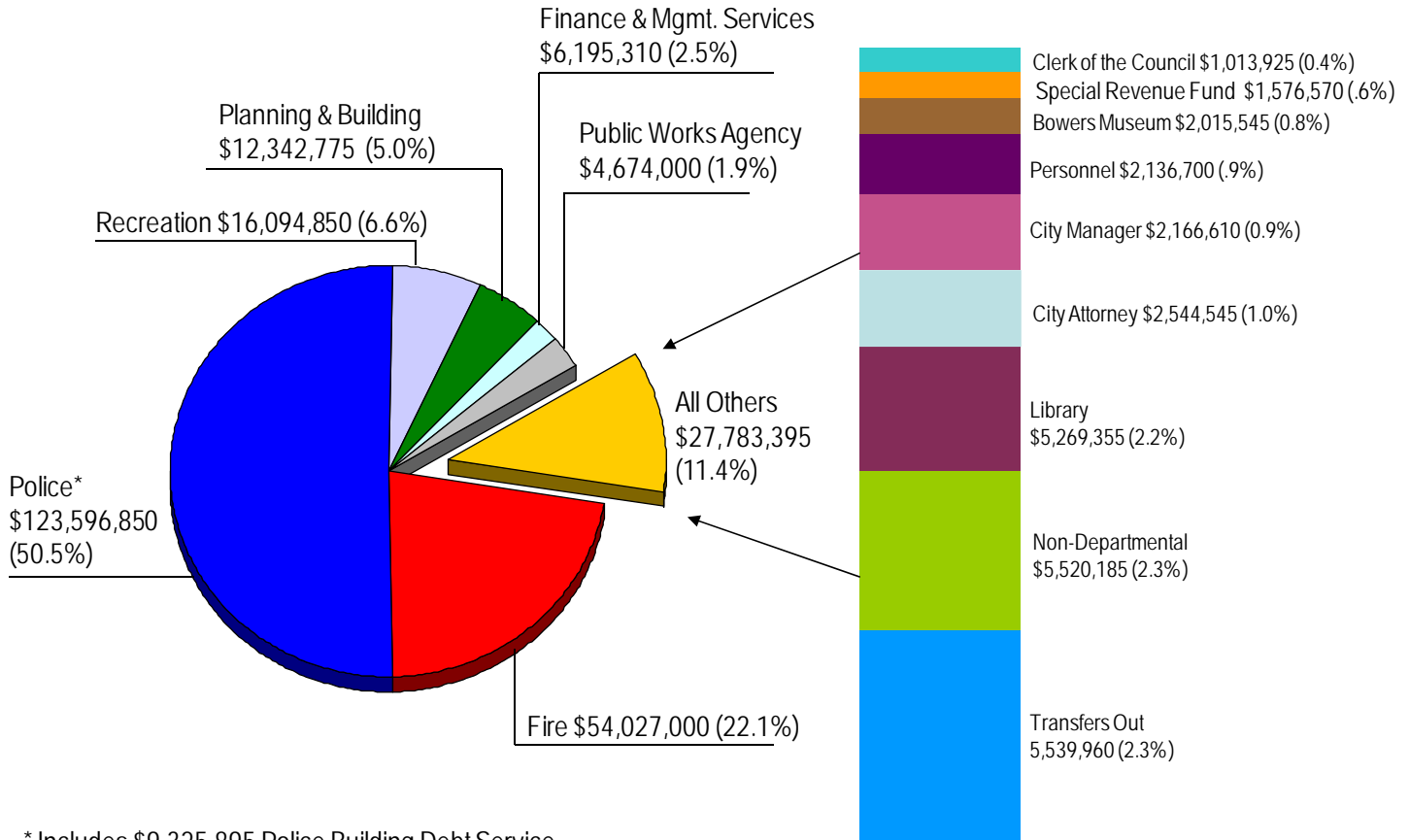
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
	Subtotal	18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
	TOTAL PUBLIC SAFETY REVENUES	23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
	Subtotal	1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
	Subtotal	283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
	Subtotal	107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

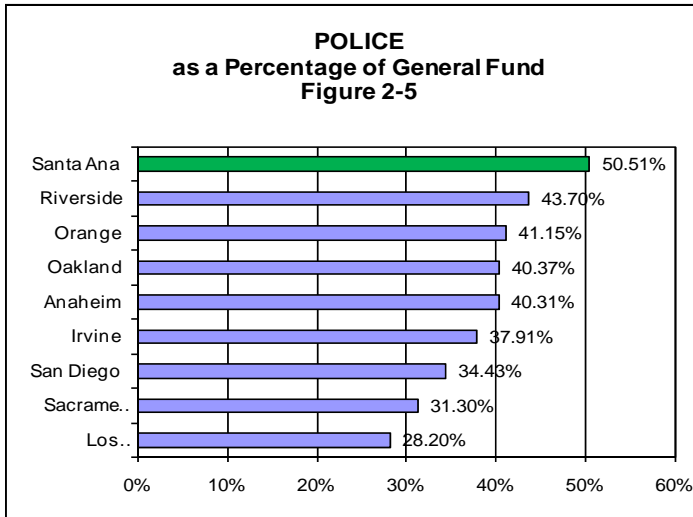
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

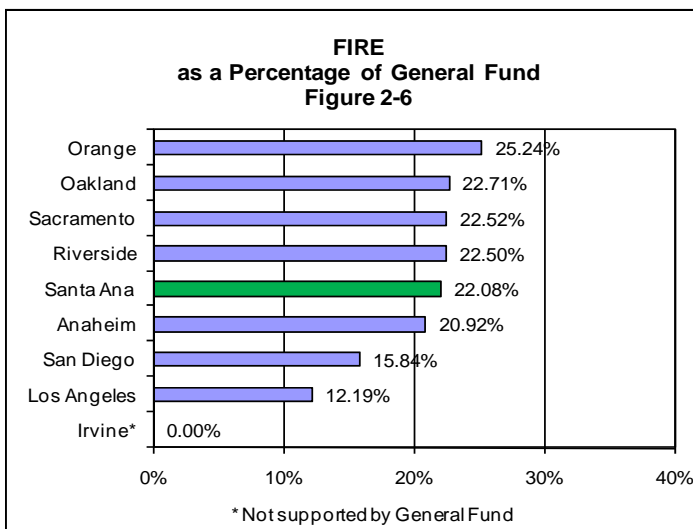
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
TOTAL ALL OTHERS		22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
GENERAL FUND LESS REDEV. PASS-		192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
FUND 11 GENERAL FUND EXPENDITURES		199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
ADDT'L GENERAL FUND RELATED EXPENDITURES		2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
TOTAL GENERAL FUND ALL EXPENDITURES		202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

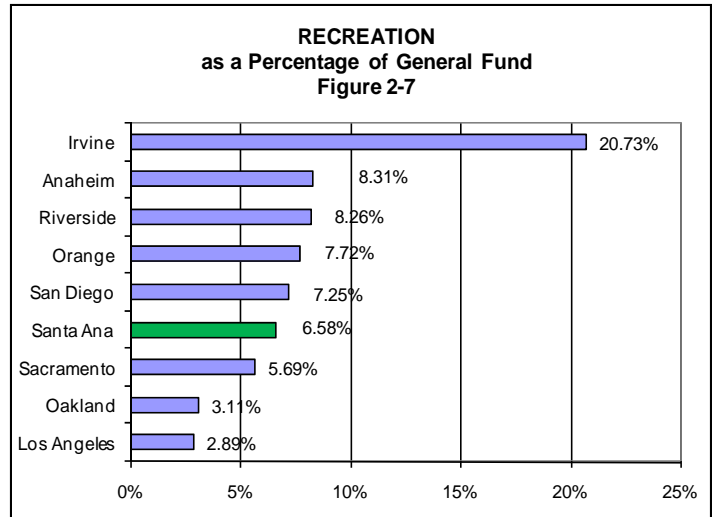


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

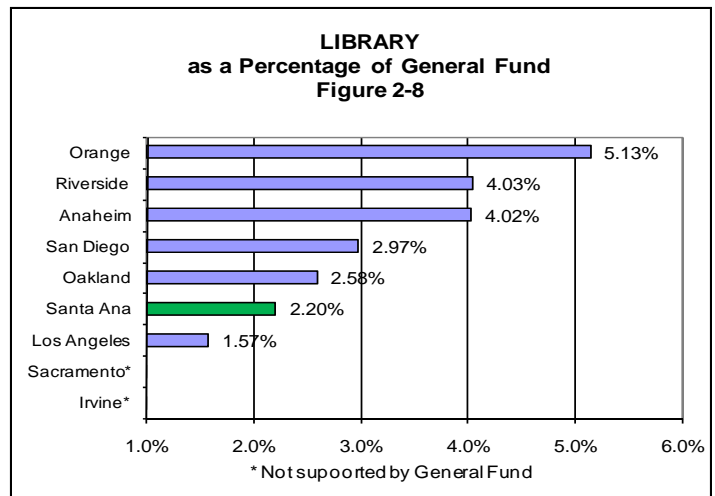


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009	City Manager's Office	588,260	692,508	952,385	1,048,965
11-010	Council Services	632,322	652,467	779,020	739,055
11-011	Legislative Affairs	370,755	429,336	398,385	378,590
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200	Contractual	280,865	316,110	343,130	312,120
6300	Commodities	79,993	105,975	133,685	100,635
6500	Fixed Charges	145,845	156,763	164,270	175,235
6600	Capital	1,988	(576)	0	0
	TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
1790	City Manager	1.00		1.00	
0090	Assistant City Manager	1.00		1.00	
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	2.00		2.00	
1070	Secretary to the City Manager	1.00		1.00	
0900	Executive Assistant	4.00	1.00	4.00	0.00
	TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL General Non-Departmental		FUND Activity			11 012
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021 Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	452,635	506,414	593,785	621,155
6200 Contractual	29,142	160,896	40,315	309,415
6300 Commodities	44,721	46,197	45,700	45,700
6500 Fixed Charges	33,515	35,585	35,840	37,655
6600 Capital	2,018	296	0	0
TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1990 Clerk of the Council	1.00		1.00	
1700 Chief Assistant Clerk of the Council	1.00		1.00	
7290 Senior Deputy Clerk of the Council	2.00		2.00	
7050 Deputy Clerk of the Council	1.00		1.00	
7050 Sr. Administrative Intern	0.00	2.00	0.00	
TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE					FUND	11
City Attorney's Office					Activity	031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360	
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625	
6141	Salaries & Wages-Overtime	340	0	500	500	
6151	Retirement Plan	118,251	140,526	167,459	159,920	
6161	Medicare Insurance	19,851	22,475	28,633	28,710	
6171	Employees Insurance	137,624	164,548	198,137	202,655	
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660	
6181	Compensation Insurance	34,554	40,376	52,777	53,460	
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000	
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890	
6211	Communications	20,706	23,182	31,080	31,080	
6221	Training & Transportation	13,769	16,821	30,900	30,900	
6251	Other Agency Services	10,277	8,543	15,060	15,060	
6291	Other Contractual Services	28,651	40,729	32,090	24,465	
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505	
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000	
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000	
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150	
6571	Building & Site Rental	83,390	88,585	93,457	100,000	
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150	
6621	Building	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	15,882	16,186	15,000	15,000	
6661	Computer Software	5,493	4,542	0	0	
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000	
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1690	City Attorney	1.00		1.00		
1650	Chief Assistant City Attorney	2.00		2.00		
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50		
2790	Legal Management Assistant	1.00		1.00		
7120	Senior Legal Secretary	2.00		2.00		
7150	Senior Legal Office Assistant	1.00		1.00		
1670	Paralegal	0.00		0.00		
1675	Senior Paralegal	2.00		2.00		
9070	Senior Clerical Aide (PT)		1.00		1.00	
	SUBTOTAL	17.50	1.00	17.50	1.00	
1620	Assistant City Attorney (PD)	0.50		0.50		
1675	Senior Paralegal (Liability Fund)	1.00		1.00		
		1.50	0.00	1.50	0.00	
	TOTAL	19.00	1.00	19.00	1.00	
	<i>*.5 of attorney funded by Police Department</i>					
	<i>*1 Senior Paralegal funded by Risk Management</i>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassment policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:		150 / 202	150 / 250	150 / 300
Mobile email devices / mobile computing devices				
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	781,064	847,163	1,043,020	1,142,065
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	60,282	80,747	84,610	82,610
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	7,341	19,113	20,395	10,395
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	131,165	139,315	147,875	156,435
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	181,027	203,341	197,155	197,155
	TOTAL	1,160,878	1,289,679	1,493,055	1,588,660
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	12.00	6.00	12.00	6.00

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
Action Plan for FY 2007-2008				
<p align="center"> **Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212) </p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u>8.00</u>	<u>23.00</u>	<u>8.00</u>	<u>25.00</u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,134,938</u>	<u>1,218,150</u>	<u>1,365,000</u>	<u>1,516,285</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3610	Park Ranger	2.00		2.00		
9300	Park Maintenance Asst.		0.00		1.00	
7475	PT Supervising Park Ranger		2.00		3.00	
3615	PT Park Ranger		6.00		7.00	
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Building Services		11-260			
Statement of Purpose					
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of senior centers maintained weekly		2	2	2	2
# of recreation centers maintained weekly		10	10	10	10
# of park restroom facilities maintained once a week		28	28	28	28
# of other park buildings maintained		42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Recreation		Activity 275			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1414 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1260">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1302 431 1329">ADMINISTRATION</p> <p data-bbox="237 1371 1463 1434">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Prevention	011-321			
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Prevention		Activity			321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745
6151	Retirement Plan	175,607	210,228	149,975	204,435
6161	Medicare Insurance	12,087	13,204	14,025	14,445
6171	Employees Insurance	111,369	122,300	124,800	124,965
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305
6181	Compensation Insurance	63,399	74,936	56,780	77,800
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660
6211	Communications	9,496	9,867	1,070	1,070
6221	Training & Transportation	9,430	15,378	10,000	15,000
6251	Other Agency Services	3,575	1,760	3,215	2,515
6291	Other Contractual Services	10,755	19,152	18,200	24,500
6294	Lease Payments	5,501	0	5,480	5,445
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530
6391	Other Material & Supplies	28,666	35,948	30,120	16,000
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000
6511	Equipment Rental, City	66,965	75,135	88,755	98,995
6571	Buildings Rental	4,790	5,090	5,455	5,840
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835
6661	Computer Software	0	6,335	0	0
	SUBTOTAL CAPITAL	0	6,335	0	0
6771	Lease Purchase	1,640	0	1,635	1,635
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT Fire Suppression & EMS	PROGRAM 011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	0	220,531	265,530	287,275
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	0	585,728	552,960	496,960
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	0	13,026	33,000	10,000
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	0	780	0	0
	TOTAL	0	820,065	851,490	794,235
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u>3.00</u>		<u>3.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fire Training		Activity			325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855
6151	Retirement Plan	107,339	104,977	94,715	136,845
6161	Medicare Insurance	3,491	196	180	240
6171	Employees Insurance	45,089	37,683	36,610	44,675
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740
6181	Compensation Insurance	60,529	55,366	37,375	54,705
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060
6211	Communications	8,153	3,405	4,800	4,800
6221	Training & Transportation	6,638	6,682	7,500	7,000
6251	Other Agency Services	355	291	250	500
6291	Other Contractual Services	12,411	9,833	20,000	8,000
6294	Lease Payments	37,373	0	0	110,760
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060
6391	Other Material & Supplies	14,148	28,165	26,000	10,000
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000
6511	Equipment Rental, City	24,940	29,465	33,725	34,320
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320
6651	Books, Records & Videos	0	0	0	0
6661	Computer Software	3,290	1,209	0	0
6661 1	Computer Software - <1,000	429	262	0	0
	SUBTOTAL CAPITAL	3,719	1,471	0	0
	TOTAL	925,533	833,595	737,270	1,139,440

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fiscal & Budget					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	257,760	275,285	
6131	Salaries & Wages-Temporary	0	0	19,440	0	
6141	Salaries & Wages-Overtime	0	0	2,625	2,760	
6151	Retirement Plan	0	0	20,335	21,295	
6161	Medicare Insurance	0	0	2,475	2,550	
6171	Employees Insurance	0	0	40,775	46,265	
6172	Retiree Medical Insurance	0	0	2,355	3,030	
6181	Compensation Insurance	0	0	4,560	4,250	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>350,325</u>	<u>355,435</u>	
6211	Communications	0	0	840	840	
6221	Training & Transportation	0	0	1,000	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>1,840</u>	<u>1,340</u>	
6391	Other Material & Supplies	0	0	3,775	3,275	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>3,775</u>	<u>3,275</u>	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
00151	Principal Management Analyst	1.00		1.00		
07090	Lead Accounting Assistant	1.00		1.00		
07010	Accounting Assistant	1.00		1.00		
07330	Senior Office Assistant	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Traffic	011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Traffic		Activity 333			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100
6151	Retirement Plan	533,697	621,314	742,065	843,750
6161	Medicare Insurance	32,427	38,807	40,695	50,495
6171	Employees Insurance	372,023	426,090	498,210	566,360
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075
6181	Compensation Insurance	212,666	248,656	265,415	280,235
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380
6211	Communications	6,026	5,766	6,000	6,000
6221	Training & Transportation	13,215	22,197	13,000	13,000
6251	Other Agency Services	263	202	500	500
6281	M&R Machinery & Equipment	392	0	0	0
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700
6391	Other Material & Supplies	37,658	38,768	40,000	40,000
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000
6511	Equipment Rental, City	402,985	429,605	479,345	501,935
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935
6641	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	0	0	0	0
	TOTAL	5,669,137	6,101,461	8,319,000	8,873,015

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	42.00	0.00	42.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Information Systems	PROGRAM 011-338			
Statement of Purpose				
<i>Provide crime analysis and information systems support services to over 700 end users.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available	99%	99%	99%	99%
% of time technical support provided	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Crimes Against Persons	011-341			
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	<u>255,572</u>	<u>347,973</u>	<u>298,535</u>	<u>425,505</u>
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	<u>68,079</u>	<u>73,201</u>	<u>80,000</u>	<u>80,000</u>
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	<u>11,488</u>	<u>40,179</u>	<u>33,420</u>	<u>45,420</u>
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	<u>125,765</u>	<u>206,370</u>	<u>212,865</u>	<u>220,705</u>
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	<u>2,688</u>	<u>40</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	<u>5,306,717</u>	<u>7,098,153</u>	<u>7,075,195</u>	<u>8,963,110</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	<u>3.00</u>		<u>3.00</u>	
	TOTAL	<u>53.00</u>	<u>0.00</u>	<u>53.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	<u>183,591</u>	<u>281,115</u>	<u>247,715</u>	<u>282,355</u>
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	<u>140,618</u>	<u>199,131</u>	<u>206,420</u>	<u>206,420</u>
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	<u>13,966</u>	<u>23,176</u>	<u>31,400</u>	<u>28,400</u>
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	<u>17,761</u>	<u>26,305</u>	<u>19,685</u>	<u>39,755</u>
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	<u>3,383,455</u>	<u>5,101,659</u>	<u>5,774,540</u>	<u>5,800,830</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u>33.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u><u>2,362,343</u></u>	<u><u>2,376,609</u></u>	<u><u>2,730,890</u></u>	<u><u>3,028,900</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u><u>36.00</u></u>	<u><u>0.00</u></u>	<u><u>36.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
	TOTAL	n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Homeland Security	PROGRAM 011-353
Statement of Purpose	
<p style="text-align: center;"><i>To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.</i></p>	
<u>SERVICE PROGRAM</u>	
Police Services <ul style="list-style-type: none">* Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds* Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster* Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region* Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security* Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices	

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>		<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	684,832	953,778	926,675	0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	0	0	0	0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	53,655	50,840	58,760	0	
	TOTAL	738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051	----- 510,361	----- 759,265	----- 792,125

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00		----- 7.00	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- 752,227 =====	----- 3,025,309 =====	----- 1,713,530 =====	----- 109,015 =====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- 9.00 =====		----- 0.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	1.00		1.00		
5330	Police Athletic/Activities League Assistant Director	1.00		1.00		
	TOTAL	2.00		2.00		

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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TOTAL GENERAL FUND BEGINNING & ENDING FUND BALANCE TABLE 2-1					
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	FORECAST FY 09-10
Revenues and Other Sources					
Sales Tax	43,407,263	44,877,315	45,407,270	45,590,800	46,502,616
Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	31,056,787
Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	29,087,380
Motor Veh In Lieu - Prop. Tax	21,155,555	25,451,243	26,274,100	27,062,325	27,603,572
Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	10,205,222
Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	7,542,900
Other Taxes	4,386,173	4,976,493	4,769,385	4,249,315	4,297,526
Intergovernmental	3,243,842	10,101,048	12,790,435	11,691,260	11,756,655
Use of Money & Property	17,460,705	14,144,141	14,261,350	13,337,675	12,604,429
Charges for Services	11,885,161	9,133,315	9,401,773	9,215,175	9,402,158
Licenses, Permits & Fines	8,370,697	8,044,179	8,988,614	9,229,646	9,414,238
Other Revenue	18,456,880	15,200,884	13,727,127	14,189,776	14,385,337
Transfers In	17,435,216	6,388,622	7,380,055	5,838,740	5,838,740
Total	216,671,111	212,805,538	217,403,609	216,492,835	219,697,560
Expenditures					
General Government	12,261,560	11,390,519	14,521,295	14,984,045	16,346,115
Public Safety	133,771,134	145,706,467	155,888,405	168,184,895	177,283,276
Public Works	4,760,836	7,794,583	7,628,105	4,674,000	4,685,975
Planning/Community Development	9,704,556	10,140,773	11,453,150	12,342,775	12,829,263
Culture and Recreation	18,113,199	20,986,040	22,070,550	23,379,750	24,546,183
Capital Outlay/Other GF Related Exp.	6,536,698	14,375,834	4,306,325	5,238,800	5,238,800
Debt Service:					
PD - Principal	4,466,198	4,596,130	3,755,000	4,179,380	4,030,000
PD - Interest	5,659,225	5,372,225	5,372,225	5,259,575	5,085,425
Other Debt Svs	-	291,827	681,000	681,000	681,000
Transfers Out	7,305,000	3,700,600	4,214,355	5,789,960	5,539,960
Total	202,578,406	224,354,997	229,890,410	244,714,180	256,265,997
Net Increase (Decrease) in Fund Balance	14,092,705	(11,549,459)	(12,486,801)	(28,221,345)	(36,568,436)
Beginning Fund Balance, July 1	38,256,211	52,348,916	40,799,457	28,312,656	91,311
Ending Fund Balance, June 30	52,348,916	40,799,457	28,312,656	91,311	(36,477,125)

■ PREVIEW OF SANTA ANA'S OPERATING BUDGET

The General Fund is the largest city fund and is commonly referred to as the City's operating budget. General Fund is comprised of operating budget fund 11, Special Revenue Funds 22, 24, 25, 120, 121 & 407 and also Capital Outlay fund 51. Fund 11 is the largest of these funding sources. The Pie charts in the following pages illustrate FY 08-09 General Fund revenues and expenditures by major categories. Recent trends and a history of General Fund revenues and expenditures put the pie charts one year financial data in perspective. The expenditure summary cross references to program detail as well as to other funds with financial ties to General Fund. An inter-city survey of selected general fund expenditure benchmarks and program and resource sheets for each budgeted activity complete the section. For a complete listing of General Fund sources and uses please see tables 2-2, 2-5 and 2-6.

■ GENERAL FUND DEFINITION

The General Fund accounts for all financial resources except those required by law or by accounting standards to be accounted for in another fund. This is also the fund that City Council has the most discretion on. Like all funds, it is divided into revenues and expenditures. Revenues must balance to expenditures and vice versa. General Fund revenues come from taxes, licenses, permits, fines, intergovernmental revenue, forfeits, charges for services and other miscellaneous sources. The General Fund pays for the City's basic services and essential functions including public safety (police and fire services); infrastructure improvement; recreational, cultural, social services and city administration. Also, certain capital-

ized lease obligations and minor capital acquisitions are accounted for in this fund.

■ RELATIONSHIP BETWEEN GEN. FUND AND TOTAL CITY BUDGET

The General Fund budget is the largest component of the total City budget. Table 1-3 in the previous section highlights the General Fund as a component of the total city budget structure.

■ GEN. FUND BEGINNING & ENDING BALANCES

Table 2-1 illustrates the total General Fund Beginning & Ending fund balances containing all Special Revenue and Capital funds related to the General Fund. This table also illustrates the current structural deficit in which recurring expenditures exceed recurring revenues. With rising costs and what appears to be a plateau and potential decline in revenues, the City is projecting a deficit for both FY08-09 and FY 09-10 if no action is taken. In efforts to resolve this situation, the City will embark on a 2-3 year approach in resolving the structural deficit and ensuring the City's long-term financial stability.

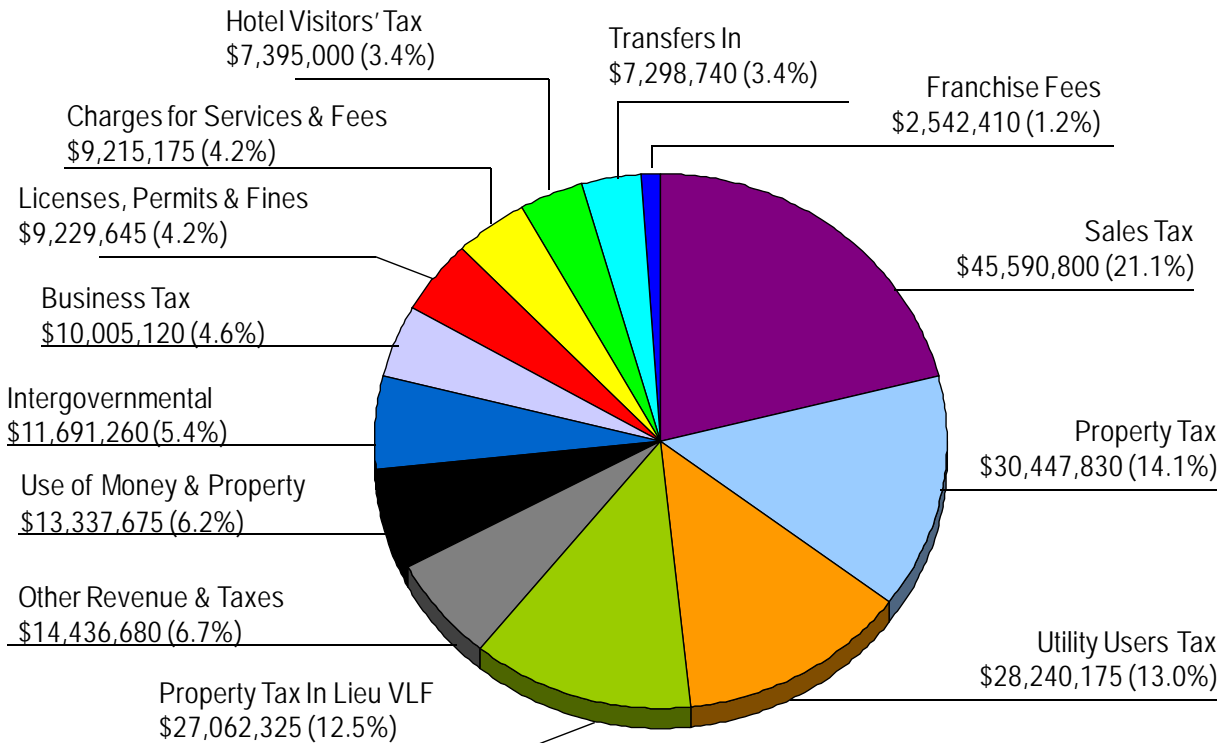
FY08-09 General Fund total budget is \$244,714,180 million with \$216,492,835 in current estimated revenues and \$7,298,740 in transfers as illustrated on page 2-2. A balanced budget was adopted thru the use of undesignated fund balance in the amount of \$28,221,345. Details regarding Transfers-In can be found on table 2-5 of the General Fund revenue summary. Fund Transfers-In include Redevelopment Loan repayments and Special Revenue Fund transfers. Fund Transfers-Out of the General Fund are comprised of Loans to Rede-

General Fund Revenue Sources

FY 2008-2009 Estimated Revenues: \$216,492,835

Fund Balance: 28,221,345

Total General Fund Revenue Sources: \$244,714,180



velopment, Lease Payments to Parking and Depot Enterprise Funds. Detail of transfers out totaling \$5,539,960 are illustrated in General Fund Expenditure Summary table 2-6.

GENERAL FUND REVENUE

The pie chart above groups General Fund revenues by funding source and the detail of each grouping is identified on General Fund revenue summary table 2-2. Additional General Fund related revenues are also identified on Table 2-2 and a departmental grouping version of the various revenues is presented on Table 2-5.

General Fund revenue is projected to remain relatively flat at \$216.5 million (\$910,744 less than FY07-08) reflecting current slowdown trends and potential downturn in local economy. The City's four largest tax sources are comprised of Sales Tax, Utility Users Tax, Property Tax and Property Tax In Lieu of VLF amounting to \$131,341,130 for an equivalent of 60.7% of total General Fund revenue.

Sales tax revenue is anticipated to remain flat and may even experience a decrease based on economic analysis and assumptions supplied by MuniServices LLC. Utility Users Tax revenues are anticipated to increase a modest 2% based on collection trends and increases in overall utility costs.

Property Tax and Property Tax In- Lieu of VLF continue to show signs of growth but at a much slower pace. With foreclosures on the rise and the Orange County Assessor's Office

reassessing properties with lower values, we may see this revenue flatten by the end of the fiscal year. O.C. Assessor's Office predictions along with what appears to be a correction in the housing market were the main factors in projecting property tax revenue for the upcoming year. Property Tax In-Lieu VLF is anticipated to increase 3% based on an in-house calculation and collections received from the County of Orange.

Earnings on investments are anticipated to see a significant decrease resulting from nominal investment returns and the depletion of existing cash reserves.

Planning & Building related fees and charges will experience a slight decline in revenues due to a sluggish trend in development projects and longer than anticipated starting project timelines. Public Works Agency revenues reflect a 34% decline (see table 2-5) related to no longer transferring Special Gas Tax revenues into the General Fund to assist with traffic signal, roadway maintenance and median landscaping. Special Gas Tax revenues as well as expenditures will now remain in fund 29 (Special Revenue Section 5).

For additional information pertaining to the City's major revenues, assumptions and trend details turn to pages 2-7 thru 2-9. Revenue detail pertaining to General Fund related Special Revenue funds 22, 24, 120, 121, 407 and Capital Outlay fund 51 are identified on tables 2-2, 2-6 and also in the resources sheets at the end of this section.

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
TAXES								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.1%	183,530	0.4%
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.1%	886,830	3.0%
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.0%	553,730	2.0%
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.5%	788,225	3.0%
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.6%	99,065	1.0%
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.3%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
Taxes Subtotal		139,818,610	148,331,189	148,854,255	151,530,565	70.0%	2,676,310	1.8%
FUND TRANSFERS								
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-77	Transfer from Centennial Park		135,898	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-I)	2,009,000	0	0	0	0.0%	0	n/a
5990-531	Transfer from Redevelopment (Loan Repayment)	500,000	0	0	0	0.0%	0	n/a
5990-571	Transfer from Redevelopment (Pass Through's)	9,692,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
Fund Transfers Subtotal		17,140,495	6,467,458	9,380,055	7,298,740	3.4%	(2,081,315)	-22.2%
INTERGOVERNMENTAL								
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.7%	31,755	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.5%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
Intergovernmental Subtotal		3,538,563	10,659,048	12,790,435	11,691,260	5.4%	(1,099,175)	-8.6%
USE OF MONEY & PROPERTY								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
Use of Money & Property Subtotal		17,460,705	14,472,196	14,261,350	13,337,675	6.2%	(923,675)	-6.5%
MISCELLANEOUS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.3%	0	0.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
MISCELLANEOUS- Continued								
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.3%	57,120	2.0%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
	Miscellaneous Subtotal	10,402,811	9,298,400	9,807,452	10,070,795	4.7%	263,343	2.7%
CHARGES FOR SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%

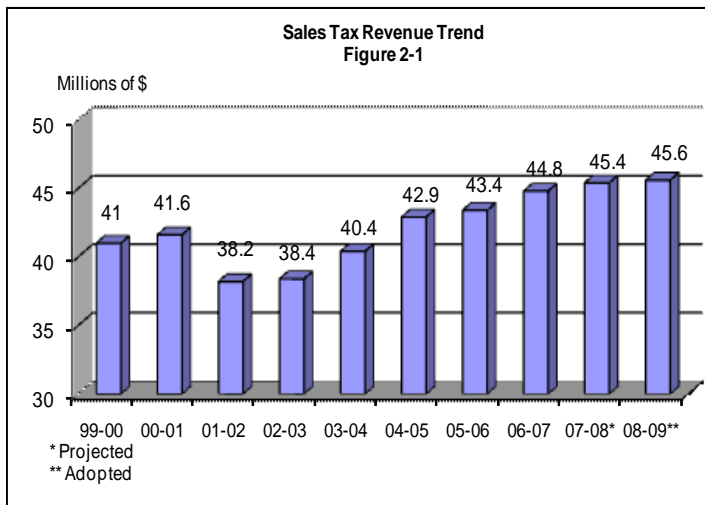
GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
CHARGES FOR SERVICES - Continued								
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.3%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
Charges for Services Subtotal		11,885,161	9,133,315	9,401,773	9,215,175	4.3%	(186,598)	-2.0%

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY08-09 Total	07-08 to 08-09 in \$	in %
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
	Franchise Fees Subtotal	4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
LICENSES & PERMITS								
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.1%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,000	43,411	27,500	33,815	0.0%	6,315	23.0%
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5925	Street Vendor Permit	22,780	20,655	22,154	22,600	0.0%	446	2.0%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
	Licenses & Permits Subtotal	4,172,040	3,655,875	3,385,934	3,513,825	1.6%	127,891	3.8%
FINES								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
	Fines Subtotal	4,198,657	4,388,304	5,602,680	5,715,820	2.6%	113,140	2.0%
	FUND 11 GENERAL FUND TOTAL	212,701,825	209,175,825	215,976,494	214,916,265	99.3%	(1,060,229)	-0.5%
F15	Mobile Vending Program	10,530	0	0	0	0.0%	0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000	0.0%	99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000	0.3%	270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645	0.1%	(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0	0.0%	0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200	0.2%	(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450	0.0%	4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275	0.0%	62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED REVENUES	3,969,286	3,629,714	1,427,115	1,576,570	0.7%	149,455	10.5%
	TOTAL GENERAL FUND ALL REVENUES	216,671,111	212,805,538	217,403,609	216,492,835	100.0%	(910,774)	-0.4%

MAJOR REVENUE ASSUMPTIONS

The Orange County economy has traditionally outperformed the nation and the state. Santa Ana, the oldest and most populated city in orange county strives to maintain its tax base through economic development efforts which directly impact it's four major general revenues sources (Sales Tax, UUT, Property Tax, Property Tax In Lieu of MVL). These revenues are projected to reach \$131,341,130 in FY 08-09 or an equivalent 1 percent increase over FY 07-08. Despite the projected increase, revenues are still insufficient to cover current operating costs in the General Fund. Figures 2-1 through 2-4 show trends of the four largest General Fund revenues. The City's tax revenues over a 10-year period are shown as dollar amounts in Table 2-3 and as percentages of Total General Fund in Table 2-4.

Sales Tax



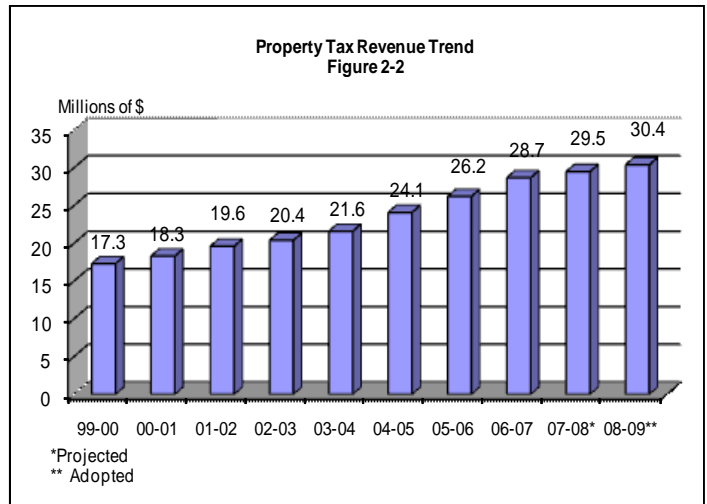
In 1955, the State legislature passed the Bradley-Burns Uniform Local Sales & Use Tax Law authorizing the State Board of Equalization to collect sales taxes for all California cities and counties. By 1967, all cities and counties in the state had adopted local ordinances under this law. Today, the law allows counties and cities to impose a 1.25 percent and 1 percent rate, respectively, with a combined rate not to exceed 1.25 percent. This combined rate is then included in the statewide tax rate. The State disburses monies to counties and cities on a quarterly basis with advances paid monthly. Quarterly adjustments are made to reflect the actual funds collected. This tax is measured by gross receipts from retail sales at a rate of 7.75 percent. The total tax rate is made up of the basic statewide sales tax of 7.00 percent plus a 0.25 percent special district tax for the Orange County Transportation District (OCTD) and 0.50 for public safety.

In November of 2004, proposition "1A" was approved by California voters which limits the State's ability to balance budgets using local government funds. At the time, the State of California had taken \$6.4 million in "ERAF III funds" from the City in a complicated swapping arrangement between Motor Vehicle License fees, Property Tax and Sales Tax later know as Property Tax in Lieu of VLF and Sales

Tax Triple Flip. The State's "Triple Flip" exchanges one quarter of the City's Sales Tax receipts for Property Tax. The City's FY 04-05 Sales Tax revenue was not adversely impacted by the State's mandated "Triple Flip" due to Santa Ana's growth in economy and increasing Sales Tax receipts.

Sales tax revenue can be a barometer of the economy. Based on trends for FY 07-08 year-ending sales tax receipts and sales tax analysis provided by MuniServices LLC., the City anticipates receiving \$45.6 million in sales tax revenue in FY 08-09. At this point in time, it appears that our Sales Tax has flattened-out and could potentially see a decrease as the year progresses resulting from a downward trend in our automotive sales as well as retail purchases. With a statewide increase in utilities, gas and staple goods, individuals will have less discretionary income to purchase day-to-day goods and large ticket items. This will definitely impact our sales tax receipts throughout the year. As Figure 2-1 indicates, the sales tax is an "elastic" revenue, which means it tends to rise and fall with the state of the economy. As a result, the city will continue to monitor monthly for any negative impacts due to potential recessionary economic behavior in the local economy. Tables 2-3 and 2-4 depict the dominance of the sales tax as the City's largest source of General Fund revenue.

Property Tax

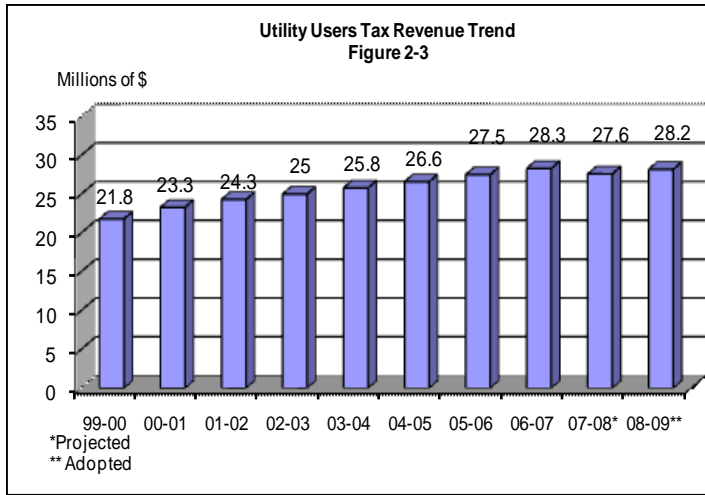


The property tax is administered by three County of Orange agencies: the Assessor, the Tax Collector, and the Auditor-Controller. Real Property is valued by the County Assessor and taxed at 1 percent of assessed value. The Treasurer-Tax Collector prepares and distributes the tax bills and collects the taxes due. Taxes received by the county are then apportioned by the Auditor-Controller to participating cities and agencies based on an established formula. The Tax Collector charges the City 1/4 of 1 percent of the amounts collected for its services. In 1978, Proposition 13 altered the method of property tax assessment. Increases in property taxes are now based on property changing ownership, new construction, and a maximum annual increase of 2 percent in property assessments. Using trend analysis and projections submitted by the County of Orange, the City expects to receive \$30.4

million in property taxes for FY 08-09, a 3% percent increase over the prior year’s budgeted revenues.

Property taxes have traditionally been one of the City’s largest source of general fund revenues. In the last 10 years, however, the sales tax, and utility users tax have surpassed the property tax in annual revenue generated. Tables 2-3 and 2-4 show how the property tax portion of the general fund has become the second largest revenue source once again surpassing UUT since FY06-07.

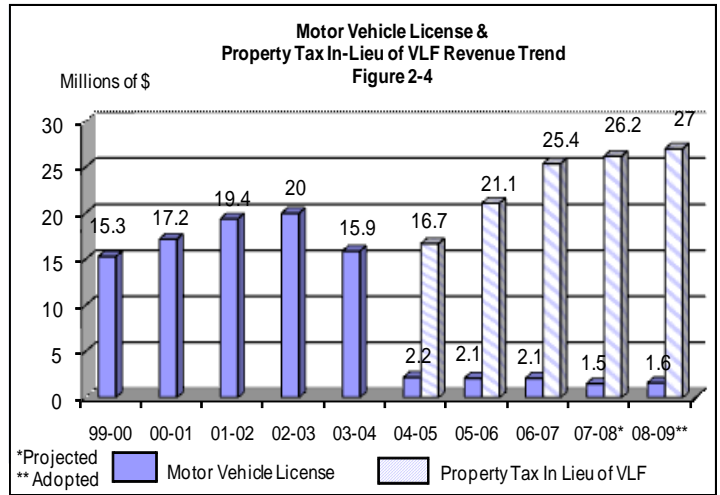
Utility Users Tax



The utility users tax (UUT) is imposed on every individual or corporation using a utility within the City with an annual maximum cap of \$11,000 per user. Utilities subject to the tax include electricity, gas, water, telephone, cellular, telex, and international calls. Individuals and firms using these utility services pay a tax rate of 6 percent on all charges made for such services (Telephone, Gas, Water, Electricity). Low-income families that meet established criteria are exempt from this tax. The City expects to receive \$28.2 million in UUT revenue for FY 08-09 based on trend analysis and assumptions based on rising electricity costs and increasing efforts to collect utility users tax from resistant cellular phone companies. UUT revenue is the General Fund’s third largest revenue source as depicted in pie chart located on page 2-2. Figure 2-3 (above) demonstrates how this revenue has been increasing steadily since FY94-95.

UUT revenues are currently under scrutiny pending federal legislation that would eliminate the possibility of collecting long distance and cell phone related UUT revenue. The UUT projections presented in the budget document represent assumptions that the City will not be challenged or lose any revenues based on pending legislation changes.

Motor Vehicle License & Prop Tax In-Lieu of VLF



A Motor Vehicle License (MVL) Fee of 2 percent is charged to vehicle owners in lieu of a personal property tax on vehicles. This fee is based on the vehicle sale price (or value) when the vehicle is initially registered. As a vehicle is sold or transferred the vehicle value is adjusted based on an 11-year schedule. The Department of Motor Vehicles collects the fee and the State Controller distributes the proceeds to cities and counties in proportion to their population. MVL fees were slashed in 1999 as the “car tax cut” law took effect. Cities were spared from fiscal harm because this law required the state to reimburse (backfill) cities the amount of MVL revenues lost from the tax cut by providing rebates from the state general fund. During FY 03-04, the State kept \$6.3 million of our MVL revenue, causing the city to create a cautionary spending plan by holding positions vacant, delaying expenditures and closely monitoring revenues and reserves.

During FY 04-05 the State’s mandated “Motor Vehicle License Swap” took virtually all of the City’s MVL funds and swapped for Property Tax. This swap created a significant shift in MVL. As shown on Figure 2-4, the City of Santa Ana has been made whole due to the shift of funds since FY04-05. Aside from the State backfilling MVL with Property Tax In Lieu, the City gains additional supplemental property tax in lieu of VLF revenues thru significant growth in property values and the sales of homes.

Using trend analysis and County of Orange projections, the City anticipates to receive approximately \$27 million in Property Tax In Lieu of VLF. As for the MVL, the City will continue to receive revenues although now will play a minimal roll. Based on a revenue trend analysis and a decrease in autos sales, Santa Ana is anticipating approximately \$1.6 million in Motor Vehicle License fees for FY 08-09.

General Fund Revenue Structure

Santa Ana’s fiscal health depends on the City’s ability to grow the tax base and provide a stable revenue stream that can weather the fluctuations of economic cycles. The revenue structure should have both elastic and inelastic sources. Elastic revenues like the sales tax are sensitive to changes in economic conditions, rising with great economy growth but falling in the downturns. Tables 2-3 and 2-4 show the sales tax as having the largest share in the general fund structure, which makes the City more vulnerable to economic upheavals. To counteract this, the City grows its tax base by also developing more inelastic behaving revenue sources than

elastic revenue sources such as the utility users tax. As shown in Figure 2-3, this revenue source has moderate growth and is a stable performer because it is less sensitive to economic fluctuations. Inelastic revenues provide a hedge that ensures some steady cash flow during those lean periods when elastic revenues like the sales tax are in a slump. The share of utility users tax revenue in the general fund has generated between 12.6 and 15.6% of the City’s General Fund over the past 15 years.

GENERAL FUND 11 REVENUE SOURCES (in \$)									
Table 2-3									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	Motor Vehicle License Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	30,083,438	19,274,044	15,782,698	0	10,955,822	5,240,271	2,545,797	39,915,736
95-96	128,448,467	31,687,732	19,278,638	15,009,232	0	11,767,665	5,322,709	2,611,737	42,770,754
96-97	133,084,546	33,468,345	20,263,498	15,300,702	0	12,074,258	5,567,249	3,094,896	43,315,598
97-98	145,910,288	35,394,240	20,358,326	15,649,782	0	13,013,442	5,922,963	3,443,532	52,128,003
98-99	154,083,458	37,972,614	20,738,316	16,470,933	0	13,896,729	6,123,415	3,706,450	55,175,001
99-00	167,011,130	41,024,682	21,818,267	17,331,322	0	15,380,827	6,621,933	3,864,576	60,969,523
00-01	184,775,859	41,655,656	23,315,211	18,383,737	0	17,200,309	6,854,384	4,366,522	73,000,040
01-02	186,727,975	38,267,082	24,335,402	19,667,291	0	19,431,706	7,110,272	3,899,306	74,016,916
02-03	189,966,152	38,483,597	25,000,012	20,404,146	0	20,049,496	7,637,437	3,993,285	74,398,179
03-04	182,800,225	40,437,098	25,874,282	21,663,024	0	15,900,915	7,792,416	4,655,634	66,476,856
04-05	209,054,318	42,915,074	26,641,680	24,190,992	16,691,796	2,259,547	8,179,784	5,469,565	82,705,880
05-06	212,701,825	43,407,263	27,565,396	26,288,045	21,155,000	2,150,299	9,828,839	7,187,340	75,119,643
06-07	209,175,825	44,874,315	28,326,368	28,700,524	25,451,243	2,173,564	10,019,043	7,442,363	62,188,405
07-08*	215,976,494	45,407,270	27,686,445	29,561,000	26,274,100	1,587,600	9,906,055	7,250,000	68,304,024
08-09**	214,916,265	45,590,800	28,240,175	30,447,830	27,062,325	1,619,355	10,005,120	7,395,000	64,555,660

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND 11 REVENUE SOURCES (in %)									
Table 2-4									
Fiscal Year	Total General Fund	Sales Tax	Utility Users Tax	Property Tax	Property Tax In Lieu of VLF	MVL Fees	Business Tax	Hotel Visitor's Tax	All Others
94-95	123,797,806	24.3%	15.6%	12.7%	0.0%	8.8%	4.2%	2.1%	32.2%
95-96	128,448,467	24.7%	15.0%	11.7%	0.0%	9.2%	4.1%	2.0%	33.3%
96-97	133,084,546	25.1%	15.2%	11.5%	0.0%	9.1%	4.2%	2.3%	32.5%
97-98	145,910,288	24.3%	14.0%	10.7%	0.0%	8.9%	4.1%	2.4%	35.7%
98-99	154,083,458	24.6%	13.5%	10.7%	0.0%	9.0%	4.0%	2.4%	35.8%
99-00	167,011,130	24.6%	13.1%	10.4%	0.0%	9.2%	4.0%	2.3%	36.5%
00-01	184,775,859	22.5%	12.6%	9.9%	0.0%	9.3%	3.7%	2.4%	39.5%
01-02	186,727,975	20.5%	13.0%	10.5%	0.0%	10.4%	3.8%	2.1%	39.6%
02-03	189,966,152	20.3%	13.2%	10.7%	0.0%	10.6%	4.0%	2.1%	39.2%
03-04	182,800,225	22.1%	14.2%	11.9%	0.0%	8.7%	4.3%	2.5%	36.4%
04-05	209,054,318	20.5%	12.7%	11.6%	8.0%	1.1%	3.9%	2.6%	39.6%
05-06	212,701,825	20.4%	13.0%	12.4%	9.9%	1.0%	4.6%	3.4%	35.3%
06-07	209,175,825	21.5%	13.5%	13.7%	12.2%	1.0%	4.8%	3.6%	29.7%
07-08*	215,976,494	21.0%	12.8%	13.7%	12.2%	0.7%	4.6%	3.4%	31.6%
08-09**	214,916,265	21.2%	13.1%	14.2%	12.6%	0.8%	4.7%	3.4%	30.0%

Notes
 1) All values are actual except for:
 * Projected
 ** Adopted

GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
SALES TAX								
5031	Sales Tax	43,407,263	44,874,315	45,407,270	45,590,800	21.2%	183,530	0.4%
5031-1	Half-cent Sales Tax (Safety)	1,687,149	1,895,993	1,747,800	1,754,795	0.8%	6,995	0.4%
	Subtotal	45,094,412	46,770,308	47,155,070	47,345,595	22.0%	190,525	0.4%
PROPERTY TAX								
5011	Property Tax	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
	Subtotal	26,288,045	28,700,524	29,561,000	30,447,830	14.2%	886,830	3.0%
UTILITY USER TAX								
5058	Utility Users Tax	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
	Subtotal	27,565,396	28,326,368	27,686,445	28,240,175	13.1%	553,730	2.0%
PROPERTY TAX IN LIEU VLF								
5011-100	Property Tax in Lieu VLF	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
	Subtotal	21,155,555	25,451,243	26,274,100	27,062,325	12.6%	788,225	3.0%
BUSINESS TAX								
5021	Business Tax	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
	Subtotal	9,828,839	10,019,043	9,906,055	10,005,120	4.7%	99,065	1.0%
HOTEL VISITOR'S TAX								
5035	Hotel Visitor's Tax	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
	Subtotal	7,187,340	7,442,363	7,250,000	7,395,000	3.4%	145,000	2.0%
MOTOR VEHICLE LICENSE								
5321	Motor Vehicle License	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
	Subtotal	2,150,299	2,173,564	1,587,600	1,619,355	0.8%	31,755	2.0%
MAJOR REVENUE SOURCES TOTAL		139,269,886	148,883,413	149,420,270	152,115,400	70.8%	2,695,130	1.8%
PUBLIC SAFETY								
FIRE DEPARTMENT								
5499-100	Miscellaneous Fire Service Charge	7,751	83,724	49,000	55,000	0.0%	6,000	12.2%
5520-100	False Alarm Charge-Fire	1,834	1,807	3,495	3,565	0.0%	70	2.0%
5540	Fire Care Facility Inspection	5,179	1,340	2,660	2,715	0.0%	55	2.1%
5543	Paramedic Service Charge	3,172,063	2,685,746	3,133,485	2,905,000	1.4%	(228,485)	-7.3%
5544	Paramedic Subscription Fee	163,236	157,007	155,000	155,000	0.1%	0	0.0%
5545	Hazardous Materials Cleanup Charge	4,384	3,734	3,905	3,985	0.0%	80	2.1%
5546	Hazardous Material Discloser Fees	187,831	191,111	200,000	200,000	0.1%	0	0.0%
5547	Hazardous Materials JPA Reimbursement	16,048	1,891	6,805	6,940	0.0%	135	2.0%
5550	Fire Inspection Fee	49,343	34,109	20,000	20,400	0.0%	400	2.0%
5551	Site Environmental Assessment Fee	29	0	0	0	0.0%	0	n/a
5621-64	HazMat Reimbursement - Water	200,000	0	0	0	0.0%	0	n/a
5621-68	HazMat Reimbursement - Sanitation	350,000	0	0	0	0.0%	0	n/a
5621-69	HazMat Reimbursement - Refuse	300,000	0	0	0	0.0%	0	n/a
5621-100	Fire Expense Reimbursement	126,235	71,873	20,000	100,000	0.0%	80,000	400.0%
5621-325	Rancho Santiago Reimbursement-FD	0	135,038	110,000	164,000	0.1%	54,000	49.1%
5622	Fire OT Reimbursement	39,562	3,322	5,000	5,100	0.0%	100	2.0%
5623-1	Emergency Response Reimbursement-Fire Dept.	237,027	67,997	163,330	160,000	0.1%	(3,330)	-2.0%
5798-320	Fire Gifts & Donations	425	25	7,250	5,000	0.0%	(2,250)	-31.0%
5799-327	Fire Recovery - Shell	0	50,000	0	0	0.0%	0	n/a
5919	Fireworks Stands Permits	13,825	27,060	14,660	14,950	0.0%	290	2.0%
5923	Underground Tank Permits	117,996	90,054	110,000	110,000	0.1%	0	0.0%
5923-1	Underground Tank Fees	2,308	3,774	14,240	14,525	0.0%	285	2.0%
5935	Fire Code Permit Fee	7,965	10,190	7,670	7,825	0.0%	155	2.0%
	Subtotal	5,003,041	3,619,802	4,026,500	3,934,006	1.8%	(92,494)	-2.3%
POLICE DEPARTMENT								
5116	Redlight Camera Program	312,808	192,542	1,288,800	1,288,800	0.6%	0	0.0%
5215	Parking Fines	3,503,429	3,926,738	4,000,000	4,080,000	1.9%	80,000	2.0%
5226	Tobacco Fine	0	64	0	0	0.0%	0	n/a
5323	Firearm License Fee	1,133	1,133	1,000	1,020	0.0%	20	2.0%
5324	Fire Range User Fees	21,531	12,458	20,000	20,400	0.0%	400	2.0%
5380	P.O.S.T. Reimbursements	47,361	86,276	96,570	96,500	0.0%	(70)	-0.1%
5380-349	S.T.C. Reimbursement	0	43,979	32,460	35,000	0.0%	2,540	7.8%
5450	Land Use Certificate Processing Fee	8,510	9,542	11,500	11,730	0.0%	230	2.0%
5513	Local Jail Administrative Fee	22	0	0	0	0.0%	0	n/a
5514	Vehicle Release Charge	356,085	408,485	405,000	440,000	0.2%	35,000	8.6%
5514-100	Repo Release	0	0	6,990	7,000	0.0%	10	0.1%
5516	Vehicle Equipment Citation Sign-Off	1,082	972	925	945	0.0%	20	2.1%
5517	Impound/Owner Release Animals	1,373	1,290	1,100	1,120	0.0%	20	1.8%

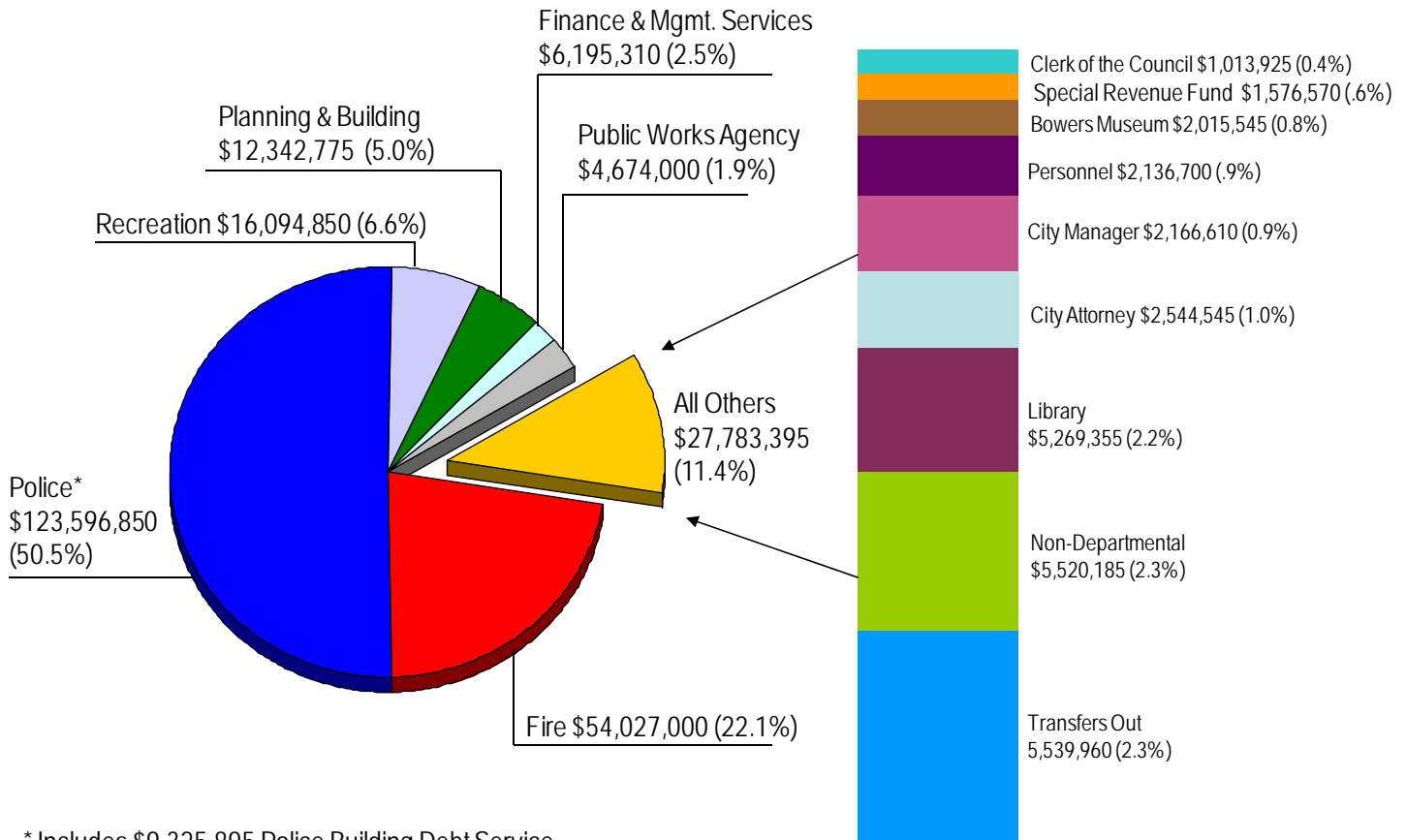
GENERAL FUND REVENUE SOURCE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	as % of FY 08-09 Total	Increase (Decrease) 07-08 to 08-09 in \$ in %	
5518	Fingerprint Card Processing Fees	147	132	0	0	0.0%	0	n/a
5520	False Alarm Charge-Police	406,822	282,933	225,000	215,000	0.1%	(10,000)	-4.4%
5552	Security Inspection Fee	0	50	0	0	0.0%	0	n/a
5597-536	Hearing Officer Recovery/Parking	10,000	10,750	10,000	10,200	0.0%	200	2.0%
5598	Police Report Fee	122,853	133,371	140,000	145,000	0.1%	5,000	3.6%
5598-100	Police Report Search Fees	6,055	4,745	5,000	5,100	0.0%	100	2.0%
5618	Abandoned Vehicle Reimbursement/PD	326,069	95,409	345,000	350,000	0.2%	5,000	1.4%
5620	Police OT Reimbursement	647,923	395,750	465,000	474,300	0.2%	9,300	2.0%
5621-2	Police Salary Reimbursement	74,297	210,999	165,000	170,000	0.1%	5,000	3.0%
5621-331	Police Miscellaneous Reimbursements	164,225	104,819	100,000	105,000	0.0%	5,000	5.0%
5621-334	Fire Arms Exam	405	0	0	0	0.0%	0	n/a
5621-336	Storage of Weapon Fee	2,000	200	4,000	4,000	0.0%	0	0.0%
5621-344	Photo Services	2,870	3,200	3,300	3,365	0.0%	65	2.0%
5621-349	Jail Kitchen Rental	0	0	10,000	10,000	0.0%	0	0.0%
5623	Emergency Response Reimbursement-PD	13,837	10,007	38,000	30,000	0.0%	(8,000)	-21.1%
5627	Booking Fee - OC Jail	97	75	0	0	0.0%	0	n/a
5798-337	Gifts & Donations PD	60,050	64,000	80,000	80,000	0.0%	0	0.0%
5803	Property & Evidence Recovery	149,486	103,513	105,000	107,100	0.0%	2,100	2.0%
5830	Police Facility Rental	11,723,468	12,019,979	11,800,000	11,875,000	5.5%	75,000	0.6%
5926	Street Closure Permit	2,676	2,855	1,500	1,530	0.0%	30	2.0%
5928	Alarm Permit Fees	149,993	158,791	165,000	170,000	0.1%	5,000	3.0%
5932	Adult Entertainment Blup Fee	0	1,665	0	0	0.0%	0	n/a
5937	Tobacco Permits	0	166,370	170,000	175,000	0.1%	5,000	2.9%
5950	Animal Quarantines	50,224	55,475	70,000	71,400	0.0%	1,400	2.0%
5990-25	From Traffic Safety Fund	0	0	2,000,000	1,460,000	0.7%	(540,000)	-27.0%
Subtotal		18,166,831	18,508,565	21,766,145	21,444,510	10.0%	(321,636)	-1.5%
TOTAL PUBLIC SAFETY REVENUES		23,169,872	22,128,367	25,792,645	25,378,515	11.8%	(414,130)	-1.6%
OTHER REVENUES								
CITY ATTORNEY								
5212	Court Fines - Non-Traffic	280,674	161,347	210,500	214,710	0.1%	4,210	2.0%
5593	Attorney Reimbursement	1,011,700	1,063,402	1,115,405	1,171,175	0.5%	55,770	5.0%
Subtotal		1,292,374	1,224,749	1,325,905	1,385,885	0.6%	59,980	4.5%
CLERK OF THE COUNCIL								
5578	Clerk Records Charge	283	208	275	280	0.0%	5	1.6%
Subtotal		283	208	275	280	0.0%	5	1.6%
LIBRARY								
5221	Library Fines	73,891	71,074	77,370	77,370	0.0%	0	0.0%
5225	Passport Fee	4,578	5,790	3,860	3,940	0.0%	80	2.1%
5594	Non-Resident Library Card Fee	2,909	2,460	2,045	2,085	0.0%	40	2.0%
5596-1	Library Microfiche Rentals	1,340	1,311	1,150	1,175	0.0%	25	2.2%
5596-2	Library Video Rentals	4,443	5,205	5,755	5,870	0.0%	115	2.0%
5599-1	Library Meeting Room Rental	1,774	2,385	1,300	1,325	0.0%	25	1.9%
5624	Sale of Books	14	3,642	0	0	0.0%	0	n/a
5624-1	Library Sales-General	4,003	0	3,765	3,840	0.0%	75	2.0%
5798-1	Library Gifts & Donations	15	15	1,025	25	0.0%	(1,000)	-97.6%
5799-1	Lost /Damaged Library Materials	10,668	10,470	9,800	9,995	0.0%	195	2.0%
5799-2	Lost/Damaged Uncatalogued Materials	20	28	10	10	0.0%	0	2.0%
5799-3	Other Library Recoveries	3,910	3,476	3,355	3,420	0.0%	65	1.9%
Subtotal		107,565	105,856	109,435	109,056	0.1%	(379)	-0.3%
RECREATION & COMMUNITY SERVICES								
5530	Amphitheater Rental	950	50	50	50	0.0%	0	0.0%
5533	Recreation Staff Reimbursement	10,713	20,567	20,000	20,000	0.0%	0	0.0%
5553	Center Programs	166,606	173,465	174,000	177,480	0.1%	3,480	2.0%
5553-1	Rosita Park Center Program Fees	254	3,085	4,115	4,200	0.0%	85	2.1%
5555	Leisure Classes	145,006	168,299	155,000	160,000	0.1%	5,000	3.2%
5558	Adult Sports	2,443	1,498	1,600	1,630	0.0%	30	1.9%
5561	Tennis Reservations	25,976	21,920	24,000	26,000	0.0%	2,000	8.3%
5564	Youth Sports	11,036	11,325	12,000	12,240	0.0%	240	2.0%
5565	Youth Field Usage Fee	32,587	36,714	36,000	36,720	0.0%	720	2.0%
5570	Santa Anita Soccer	0	0	0	46,740	0.0%	46,740	n/a
5572	Stadium Special Fees	0	0	0	4,300	0.0%	4,300	n/a
5581	Park Naturalist	0	0	0	6,000	0.0%	6,000	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
5582	Jazz Festival Admissions	977	0	0	0	0.0%	0	n/a
5583	Park Reservations	39,053	197,879	230,000	235,000	0.1%	5,000	2.2%
5585	Zoo Admissions	696,246	699,031	615,000	625,000	0.3%	10,000	1.6%
5586	Food Sale Concession	35,776	31,133	29,000	29,580	0.0%	580	2.0%
5586-275	Vending Machines Concession	1,387	3,391	4,000	4,080	0.0%	80	2.0%
5587	Zoo Education	96,429	109,789	100,000	105,000	0.0%	5,000	5.0%
5588	Friends of Zoo Vet Contribution	0	0	0	20,000	0.0%	20,000	n/a
5592	Pool Charges	141,582	130,031	145,000	150,000	0.1%	5,000	3.4%
5621-1	After School Reimbursement	17	0	0	0	0.0%	0	n/a
5621-231	Rancho Santiago Reimbursement-PRCSA	0	0	30,000	30,000	0.0%	0	0.0%
5621-250	Park Maintenance Expense Reimbursement	66,809	46,209	59,655	60,850	0.0%	1,195	2.0%
5621-5	Recreation Expense Reimbursement	9,895	40,137	20,000	20,400	0.0%	400	2.0%
5631	Sale of Animals	0	(57,433)	0	0	0.0%	0	n/a
5805	PRCSA - Godinez High School	54,400	49,225	44,000	38,000	0.0%	(6,000)	-13.6%
5805-1	Recreation Facility Rental	0	0	21,000	22,000	0.0%	1,000	4.8%
5831	Rental of Stadium	54,764	40,201	80,000	85,000	0.0%	5,000	6.3%
5924	Filming Permit	3,414	1,155	1,700	1,735	0.0%	35	2.1%
5990-77	Transfer from Centennial Park	0	135,898	0	0	0.0%	0	n/a
Subtotal		1,596,320	1,863,568	1,806,120	1,922,005	0.9%	115,885	6.4%
FINANCE & MANAGEMENT SERVICES								
5011-64	In lieu Property Tax/Water	894,390	0	0	0	0.0%	0	n/a
5011-500	Property Tax - Passthrough AB1290	34,557	138,134	270,000	275,400	0.1%	5,400	2.0%
5027	Documentary Stamp Tax	2,425,366	1,350,369	750,000	757,500	0.4%	7,500	1.0%
5311	Homeowner Property Tax Subvention	273,658	270,971	271,585	277,020	0.1%	5,435	2.0%
5321-1	Off-Highway License Fees	5,361	0	5,600	5,710	0.0%	110	2.0%
5330	SB90 State Mandates Reimbursement	406,264	1,216,877	501,025	234,115	0.1%	(266,910)	-53.3%
5499	Miscellaneous Service Charge	34,669	91,672	72,000	73,440	0.0%	1,440	2.0%
5499-1	Credit Card Processing Fee	11,358	13,507	24,500	15,500	0.0%	(9,000)	-36.7%
5597	Indirect Cost Recovery	2,285,397	2,536,443	2,856,000	2,913,120	1.4%	57,120	2.0%
5599	Miscellaneous Rental Charges	0	260	0	0	0.0%	0	n/a
5621	Expense Reimbursement	146,500	82,189	67,890	69,250	0.0%	1,360	2.0%
5651	Sale of Junk and Waste	9,615	3,187	2,500	2,550	0.0%	50	2.0%
5699	Miscellaneous Refunds	2,273	1,283	1,300	1,325	0.0%	25	1.9%
5751	Sale of Unclaimed Property	5,423	26,543	12,500	12,750	0.0%	250	2.0%
5797	Stale Dated Checks	0	238,436	0	0	0.0%	0	n/a
5799	Miscellaneous Recoveries	5,608	23,227	15,000	15,300	0.0%	300	2.0%
5799-6	Bad Check Recoveries	19,024	22,938	24,300	24,785	0.0%	485	2.0%
5804	Rental of Property	101,303	78,166	66,300	67,625	0.0%	1,325	2.0%
5812	Earnings on Investments	2,098,260	2,179,917	2,250,000	1,250,000	0.6%	(1,000,000)	-44.4%
5812-1	Loss(Gain) MV on Investments	0	104,659	0	0	0.0%	0	n/a
5812-64	In lieu Return to Investors/Water	3,427,560	0	0	0	0.0%	0	n/a
5945	Bingo Licenses	200	250	250	255	0.0%	5	2.0%
5951	Dog Licenses	418,646	502,003	467,865	477,225	0.2%	9,360	2.0%
5951-100	Dog Licenses - CCI	56,033	56,785	62,500	63,750	0.0%	1,250	2.0%
Subtotal		12,661,465	8,937,816	7,721,115	6,536,620	3.0%	(1,184,495)	-15.3%
TOTAL OTHER REVENUES		15,658,007	12,132,196	10,962,850	9,953,846	4.8%	(1,009,004)	-9.2%
PLANNING & BUILDING								
5021-510	Residential Inspection Surcharge	422,296	454,159	866,625	883,960	0.4%	17,335	2.0%
5223	Illegal Signage Fines	0	0	975	995	0.0%	20	2.0%
5401	Building Plan Check	824,158	1,027,681	586,955	598,695	0.3%	11,740	2.0%
5402	Plumbing Plan Check	69,779	55,955	76,665	56,820	0.0%	(19,845)	-25.9%
5403	Electrical Plan Check	109,890	103,763	128,320	99,885	0.0%	(28,435)	-22.2%
5404	Shopping Cart Containment Program	0	30,800	15,400	15,400	0.0%	0	0.0%
5405	Mechanical Plan Check	75,766	114,029	43,390	34,045	0.0%	(9,345)	-21.5%
5409	Site Plan Review Charge	82,473	66,690	50,070	60,140	0.0%	10,070	20.1%
5410	Project Coordination Charge	852,841	79,301	102,250	86,560	0.0%	(15,690)	-15.3%
5411	Mitigation Monitoring Fee	0	0	218	220	0.0%	2	1.1%
5415	Weed Control Charges	0	225	0	0	0.0%	0	n/a
5449	Fence, Sings & Home Occupation	7	0	0	0	0.0%	0	n/a
5451	Variance Fees	330,728	356,815	295,895	343,480	0.2%	47,585	16.1%
5452	EIR Review Fees	59,123	671,897	324,735	233,200	0.1%	(91,535)	-28.2%
5452-113	EIR Review Fees - EIP Assoc	391,200	0	0	0	0.0%	0	n/a
5453	Landscape Plan Review	10,994	12,563	17,000	15,380	0.0%	(1,620)	-9.5%
5579	Electrical Demolition Fee	198	(40)	0	0	0.0%	0	n/a

GENERAL FUND REVENUE SOURCE		ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	Total	07-08 to 08-09
							in \$	in %
5597-509	Hearing Officer Recovery/Com. Pres.	7,004	19,046	2,000	2,275	0.0%	275	13.8%
5597-515	Administrative Citations/Comm Pres	72,034	74,242	69,270	97,520	0.0%	28,250	40.8%
5619-2	Abandoned Vehicle Reimbursement/PBA	79,324	44,693	74,800	54,250	0.0%	(20,550)	-27.5%
5621-505	Planning Reimbursement	94,327	82,415	77,752	120,320	0.1%	42,568	54.7%
5621-508	Plan Check Reimbursement	308,534	171,429	136,705	135,285	0.1%	(1,420)	-1.0%
5790	Developer Contributions	745,407	0	0	0	0.0%	0	n/a
5911	Building Permits	1,809,542	1,267,304	1,064,305	1,043,200	0.5%	(21,105)	-2.0%
5912	Plumbing Permits	229,265	144,044	119,805	121,825	0.1%	2,020	1.7%
5913	Electrical Permits	434,139	313,171	308,975	315,005	0.2%	6,030	2.0%
5915	Heating Permits	211,114	157,926	135,835	140,795	0.1%	4,960	3.7%
5917	Occupancy Permits	119,739	116,561	120,045	131,945	0.1%	11,900	9.9%
5918	Grading Permits	93,001	43,411	27,500	33,815	0.0%	6,315	23.0%
5925	Street Vendor Permit	22,780	20,655	12,154	22,600	0.0%	446	2.0%
Subtotal		7,455,663	5,428,733	4,667,644	4,647,615	2.2%	(20,029)	-0.4%
PUBLIC WORKS								
5112	Refuse Contract Program Surcharge	3,022,365	2,523,115	2,872,365	2,872,365	1.4%	0	0.0%
5571	Street and Alley Repair	36,671	33,586	26,000	34,000	0.0%	8,000	30.8%
5621-337	Graffiti Enforcement Reimbursement	150,000	170,000	300,000	300,000	0.1%	0	0.0%
5621-6	Code Enforcement Reimbursement	80,000	80,000	80,000	80,000	0.0%	0	0.0%
5711	Sale of Maps and Documents	12,669	8,269	6,000	7,200	0.0%	1,200	20.0%
5799-69	Refuse Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325	0.6%	0	0.0%
5927	Bus Shelter Fees	480,000	576,000	576,000	672,000	0.3%	96,000	16.7%
5929	Newsbox Permit Fees	5,394	4,490	2,600	2,650	0.0%	50	1.9%
5930	Outdoor Dining Permits	1,975	1,551	1,000	1,020	0.0%	20	2.0%
5990	OCTA Gas Tax	600,000	558,000	1,200,000	1,274,000	0.6%	74,000	6.2%
5990-29	From Special Gas Tax Fund	3,550,415	0	3,550,415	0	0.0%	(3,550,415)	-100.0%
Subtotal		9,178,814	5,194,336	9,853,705	6,482,560	3.1%	(3,371,145)	-34.2%
FRANCHISE FEES								
5106	In Lieu Franchise Fee/Water	1,452,300	0	0	0	0.0%	0	n/a
5109	Gas Utility	658,614	633,537	624,305	636,790	0.3%	12,485	2.0%
5110	Electrical Utility	1,117,229	1,289,074	1,248,265	1,273,230	0.6%	24,965	2.0%
5113	CATV Franchise Fees	856,640	847,428	619,990	632,390	0.3%	12,400	2.0%
Subtotal		4,084,783	2,770,039	2,492,560	2,542,410	1.2%	49,850	2.0%
BOND REFINANCING								
5321-2	VLF Net Sale Proceeds	294,721	0	0	0	0.0%	0	n/a
5990-400	Transfer from Police Building Fund (Refinance-Debt Svc)	2,009,000	0	0	0	0.0%	0	n/a
Subtotal		2,303,721	0	0	0	0.0%	0	n/a
FUND TRANSFERS								
5990-57	Transfer from Clean Water Fund	200,000	0	0	0	0.0%	0	n/a
5990-73	Transfer from Building Maintenance	193,085	195,910	0	0	0.0%	0	n/a
5990-86	Transfer from PWA Engineering	266,055	205,367	0	0	0.0%	0	n/a
5990-101	Transfer from PWA Administration Fund	729,745	100,083	0	0	0.0%	0	n/a
Subtotal		1,388,885	501,360	0	0	0.0%	0	n/a
OVERHEAD CHARGES								
5600-64	Overhead Charge - Water	0	6,007,180	7,657,180	7,657,180	3.6%	0	0.0%
5600-68	Overhead Charge - Sanitation	0	100,000	100,000	100,000	0.0%	0	0.0%
5600-69	Overhead Charge - Refuse	0	200,000	200,000	200,000	0.1%	0	0.0%
5600-170	Overhead Charge (new billing/finance software)	0	0	1,000,000	0	0.0%	(1,000,000)	-100.0%
Subtotal		0	6,307,180	8,957,180	7,957,180	3.7%	(1,000,000)	-11.2%
FUND 11 GF W/O REDEV. PASSTHROUGHS		202,509,630	203,345,625	212,146,854	209,077,525	97.3%	(3,069,329)	-1.4%
REDEVELOPMENT PASSTHROUGHS		10,192,195	5,830,200	3,829,640	5,838,740	2.7%	2,009,100	52.5%
FUND 11 GENERAL FUND TOTAL		212,701,825	209,175,825	215,976,494	214,916,265	100.0%	(1,060,229)	-0.5%
ADDT'L GENERAL FUND RELATED REVENUES								
	School Site ACQ & IMP	0	0	0	0		0	n/a
F15	Mobile Vending Program	10,530	0	0	0		0	n/a
F21	CATV PEG Access Support	450,000	15,298	0	99,000		99,000	n/a
F22	Recreation Special Revenue Fund 22	364,589	310,914	379,320	650,000		270,680	71.4%
F24	Police Special Revenue Fund 24	60,666	16,965	332,775	283,645		(49,130)	-14.8%
F25	Traffic Safety Fund 25	1,712,235	1,502,844	0	0		0	n/a
F51	Capital Outlay Fund 51	647,537	1,155,492	673,695	435,200		(238,495)	-35.4%
F120	Fire Facilities Fund 120	682,612	580,811	0	4,450		4,450	n/a
F121	Special Repair/Demolition Fund 121	5,117	8,990	5,325	68,275		62,950	1182.2%
F407	Downtown Maintenance Fund 407	36,000	38,400	36,000	36,000		0	0.0%
ADDT'L GENERAL FUND RELATED REVENUES		3,969,286	3,629,714	1,427,115	1,576,570		149,455	10.5%
TOTAL GENERAL FUND ALL REVENUES		216,671,111	212,805,538	217,403,609	216,492,835		(910,774)	-0.4%

General Fund Appropriations

FY 2008-2009 \$ 244,714,180



* Includes \$9,325,895 Police Building Debt Service

GENERAL FUND EXPENDITURE

The pie chart above illustrates the appropriations associated with the General Fund totaling \$244.7 million representing a 6% increase over last year. These amounts include General fund 11, Redevelopment Passthroughs, transfers and Special Revenues related to the General Fund. A summary of department appropriations can be found in Table 2-6 and further details in the resource and program sheets.

Public Safety alone represents 72.6 percent of total City appropriations, an equivalent of \$177.6 million with the majority of its increase related to salary, benefit and utility costs. Other related cost increases within the Police Department include the relocation of a Systems Support Analyst into a Police Systems Manager and continued funding for a second Street Terrorist Offender Program team (also known as STOP) comprised of one Sergeant and 10 Police Officers added during FY07-08.

Parks, Recreation and Community Services budget increased by 8.6% and is the department that received the highest general fund appropriation percentage increase when compared to FY07-08 departmental allocations. The increase is due to salary and benefit related costs as well as maintenance contractual increases as a means to

accomplish one of Council's top priorities which is completing minor deferred maintenance projects in all parks.

Public Works Agency appropriations decreased by 38.7% or an equivalent of \$2.9 million related to reverting all Traffic Signal, Roadway Maintenance and Median Landscaping allocations back into the Special Gas Tax (fund 26) located under Special Revenues section. With this shift of funds, PWA will continue to meet all maintenance of effort (MOE) requirements.

In 2008-09, several departments (City Manager's Office, Clerk of the Council, City Attorney, Library, Finance & Management Services and Personnel Services) have reduced their ongoing operational base budget by 5% without jeopardizing any core services. Minimal increases to these departments are reflected on table 2-6.

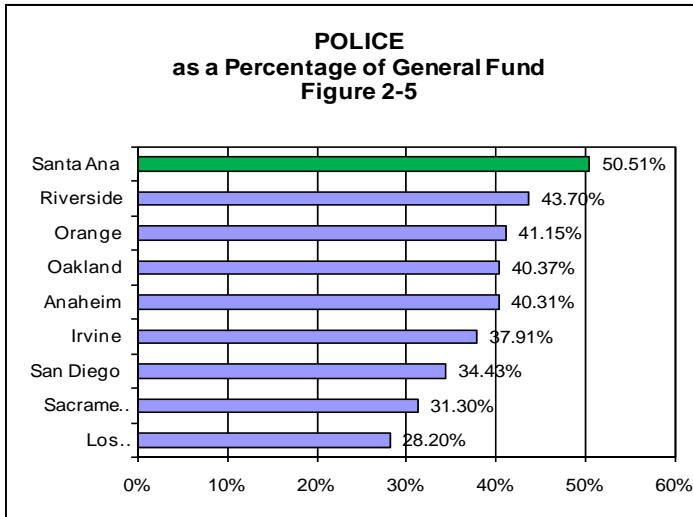
A total of 2 full-time positions were deleted and 5 Part-Time Civil Services (PTCS) positions were added to the General Fund Budget. The Library increased its PTCS count by 5 and the Finance and Management Services Agency decreased its count by 1 Principal Program Manager Analyst and 1 Computer Operations Coordinator. For more information on personnel changes, please see authorized Full-Time Positions table 1-13 in Section 1.

ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09	07-08 to 08-09	in %
						Total	in \$	in %
POLICE DEPARTMENT								
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815	0.7%	81,135	5.2%
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995	0.7%	131,910	8.4%
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015	3.6%	554,015	6.7%
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230	1.0%	377,770	17.3%
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655	0.4%	82,750	8.8%
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510	16.4%	2,795,535	7.5%
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845	1.0%	32,775	1.3%
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385	0.4%	53,015	5.3%
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500	1.8%	626,510	16.3%
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110	3.7%	1,887,915	26.7%
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830	2.4%	26,290	0.5%
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225	0.8%	278,795	15.5%
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980	0.9%	238,865	12.2%
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900	1.2%	298,010	10.9%
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890	2.0%	268,465	5.8%
11-347	Vice	799,923	802,919	969,765	885,080	0.4%	(84,685)	-8.7%
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285	0.2%	86,935	16.7%
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905	6.5%	998,970	6.7%
11-350	Building & Facility	3,088,512	3,556,635	4,149,075	3,913,775	1.6%	(235,300)	-5.7%
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985	0.4%	108,565	11.3%
11-353	Homeland Security & Crime Prevention	461	631,784	772,265	828,190	0.3%	55,925	7.2%
11-354	Tobacco Retail License Program	0	0	0	184,850	0.1%	184,850	N/A
11-013	OCJP Grant Fund 155	31,900	0	0	0	0.0%	0	N/A
	Subtotal	91,085,090	98,738,139	105,421,940	114,270,955	46.7%	8,849,015	8.4%
11-351	Police Debt Service	10,063,029	9,126,625	9,127,225	9,325,895	3.8%	198,670	2.2%
	Total	101,148,119	107,864,764	114,549,165	123,596,850	50.5%	9,047,685	7.9%
FIRE DEPARTMENT								
11-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595	0.3%	47,250	7.1%
11-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660	0.7%	164,170	9.9%
11-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320	0.6%	(70,440)	-4.5%
11-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930	19.0%	3,296,500	7.7%
11-324	Fire Information Technology	0	820,065	851,490	794,235	0.3%	(57,255)	-6.7%
11-325	Fire Training	925,532	833,595	737,270	1,139,440	0.5%	402,170	54.5%
11-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770	0.5%	(225,970)	-14.5%
11-328	Fire Fiscal & Budget	0	0	355,940	360,050	0.1%	4,110	1.2%
11-013	Fire Department Grants Fund 146	8,000	0	0	0	0.0%	0	N/A
	Total	42,748,437	46,663,817	50,466,465	54,027,000	22.1%	3,560,535	7.1%
PARKS, RECREATION & COMMUNITY SERVICES								
11-231	Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220	0.9%	59,205	2.9%
11-232	Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285	0.6%	151,285	11.1%
11-244	Stadium	211,898	213,237	203,475	233,100	0.1%	29,625	14.6%
11-247	Santa Ana Zoo at Prentice Park	1,965,805	1,737,242	2,025,400	2,207,185	0.9%	181,785	9.0%
11-250	Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495	2.3%	949,305	20.4%
11-251	Park Ranger Program	335,379	474,292	556,660	602,355	0.2%	45,695	8.2%
11-260	Park Building Services	634,669	1,192,779	731,105	344,165	0.1%	(386,940)	-52.9%
11-275	Recreation	2,404,454	2,760,555	3,243,275	3,488,045	1.4%	244,770	7.5%
11-013	Centennial Regional Park Fund 77	445,640	0	0	0	0.0%	0	N/A
	Total	12,356,967	14,070,896	14,820,120	16,094,850	6.6%	1,274,730	8.6%
PLANNING & BUILDING AGENCY								
11-503	Administrative Services	1,971,826	1,360,442	2,070,285	2,290,760	0.9%	220,475	10.6%
11-505	Planning Division	2,463,902	2,663,620	2,603,375	3,016,760	1.2%	413,385	15.9%
11-507	New Construction	2,093,560	2,127,215	2,447,355	2,352,895	1.0%	(94,460)	-3.9%
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435	0.9%	180,205	8.7%
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035	0.7%	128,385	8.4%
11-510	Proactive Rental Enforcement Program	641,923	660,363	743,255	784,890	0.3%	41,635	5.6%
	Total	9,704,556	9,845,635	11,453,150	12,342,775	5.0%	889,625	7.8%
FINANCE & MANAGEMENT SERVICES								
11-170	Management & Support	689,461	741,736	908,650	800,990	0.3%	(107,660)	-11.8%
11-171	Accounting	1,007,570	887,042	1,038,955	1,102,785	0.5%	63,830	6.1%
11-172	Payroll	0	0	422,210	464,935	0.2%	42,725	10.1%
11-173	Purchasing	894,691	956,262	1,050,575	1,132,720	0.5%	82,145	7.8%
11-175	Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515	0.5%	117,930	10.2%
11-179	Information Services	1,035,138	994,299	1,518,825	1,418,365	0.6%	(100,460)	-6.6%
	Subtotal	4,414,863	4,463,813	6,096,800	6,195,310	2.5%	98,510	1.6%

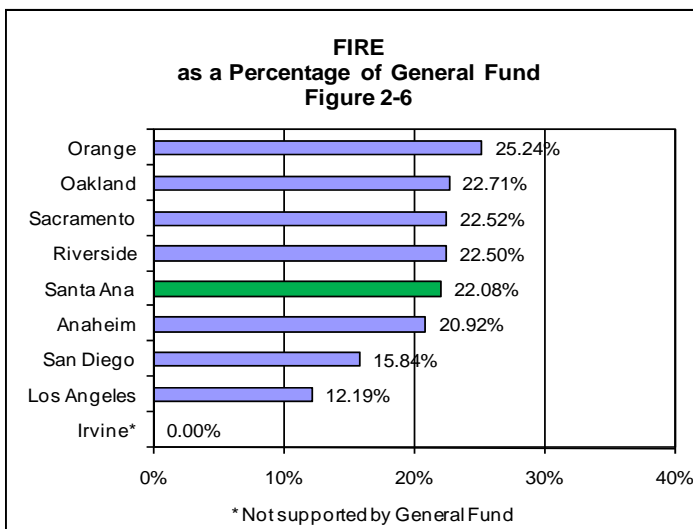
ACTIVITY	DEPARTMENT & DIVISION	ACTUAL	ACTUAL	PROJECTED	ADOPTED	as % of	Increase (Decrease)	
		FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 08-09 Total	07-08 to 08-09 in \$	in %
ALL OTHERS								
PUBLIC WORKS AGENCY								
11-613	Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000	0.5%	74,000	6.2%
11-621	Traffic Signal Maintenance	738,488	1,004,618	985,435	0	0.0%	(985,435)	-100.0%
11-623	Roadway Markings & Signs	449,050	510,361	759,265	792,125	0.3%	32,860	4.3%
11-625	Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860	1.0%	57,695	2.4%
11-631	Roadway Maintenance	752,227	3,025,309	1,713,530	109,015	0.0%	(1,604,515)	-93.6%
11-637	Median Landscaping	480,036	584,231	528,710	0	0.0%	(528,710)	-100.0%
	Subtotal	4,760,836	7,820,481	7,628,105	4,674,000	1.9%	(2,954,105)	-38.7%
LIBRARY SERVICES								
11-212	Community Library Services-Adult Progr	1,160,878	1,289,679	1,493,055	1,588,660	0.6%	95,605	6.4%
11-213	Community Library Services-Youth Progr	1,099,175	988,508	1,517,575	1,536,825	0.6%	19,250	1.3%
11-214	Administration & Support Services	732,225	706,614	981,780	969,910	0.4%	(11,870)	-1.2%
11-215	Outreach Library Services	11,500	3,410	0	0	0.0%	0	N/A
11-216	Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960	0.5%	(63,530)	-5.1%
	Subtotal	4,020,278	3,995,803	5,229,900	5,269,355	2.2%	39,455	0.8%
TRANSFER TO PROJECT FUNDS								
11-013	Building Rehabilitation	0	0	750,000	250,000	0.1%	(500,000)	-66.7%
11-013	Capital Outlay Fund 146	0	5,500	0	0	0.0%	0	N/A
11-013	Capital Outlay Fund 155	0	31,900	0	0	0.0%	0	N/A
11-013	IS Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230	1.5%	0	0.0%
	Subtotal	3,662,230	3,699,630	4,412,230	3,912,230	1.6%	(500,000)	-11.3%
CITY MANAGER'S OFFICE								
11-012	General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955	0.7%	0	0.0%
11-009	City Manager's Office	588,261	692,508	952,385	1,048,965	0.4%	96,580	10.1%
11-010	Council Services	632,321	652,467	779,020	739,055	0.3%	(39,965)	-5.1%
11-011	Legislative Affairs	370,754	429,336	398,385	378,590	0.2%	(19,795)	-5.0%
	Subtotal	3,790,358	4,330,735	3,737,745	3,774,565	1.5%	36,820	1.0%
CITY ATTORNEY'S OFFICE								
11-031	City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
	Subtotal	2,005,529	2,284,723	2,526,590	2,544,545	1.0%	17,955	0.7%
PERSONNEL SERVICES								
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
	Subtotal	1,488,782	1,561,665	2,125,520	2,136,700	0.9%	11,180	0.5%
11-221	BOWERS MUSEUM	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
	Subtotal	1,735,954	2,677,671	2,020,530	2,015,545	0.8%	(4,985)	-0.2%
CLERK OF THE COUNCIL'S OFFICE								
11-021	Clerk Administration	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	Subtotal	562,029	749,389	715,640	1,013,925	0.4%	298,285	41.7%
	TOTAL ALL OTHERS	22,025,995	27,120,097	28,396,260	25,340,865	10.4%	(3,055,395)	-10.8%
	GENERAL FUND LESS REDEV. PASS-	192,398,937	210,029,022	225,781,960	237,597,650	97.1%	11,815,690	5.23%
REDEVELOPMENT PASS-THROUGHS								
11-013	Loan to Redevelopment	5,841,000	0	367,115	1,550,000	0.6%	1,182,885	322.2%
11-013	Transfer to Civic Center Fund 74	1,464,000	1,509,745	1,599,085	1,599,085	0.7%	0	0.0%
11-013	Capital Outlay Fund 51	0	0	0	127,000	0.1%	127,000	N/A
11-013	Lease Pymts to Parking/Depot	0	0	984,155	1,674,875	0.7%	690,720	70.2%
11-013	Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000	0.2%	75,000	14.6%
	Total	7,305,000	1,509,745	3,464,355	5,539,960	2.3%	2,075,605	59.9%
	FUND 11 GENERAL FUND EXPENDITURES	199,703,937	211,538,767	229,246,315	243,137,610	99.4%	13,891,295	6.1%
	Capital Lease and City COP payment	589,274	1,968,142	0	0	0.0%	0	N/A
	Recreation Special Revenue Fund 21	103,428	27,568	0	99,000	0.0%	99,000	N/A
	Recreation Special Revenue Fund 22	98,392	169,108	0	650,000	0.3%	650,000	N/A
	Police Special Revenue Fund 24	59,352	49,755	282,660	283,645	0.1%	985	0.3%
	Capital Outlay Fund 51	1,330,276	9,259,004	325,435	435,200	0.2%	109,765	33.7%
	Fire Facilities Fund 120	117,704	1,037,842	0	4,450	0.0%	4,450	N/A
	Special Repair/Demolition Fund 121	4,333	10,566	0	68,275	0.0%	68,275	N/A
	Downtown Maintenance Fund 407	571,709	294,246	36,000	36,000	0.0%	0	0.0%
	ADDT'L GENERAL FUND RELATED EXPENDITURES	2,874,468	12,816,231	644,095	1,576,570	0.6%	932,475	144.8%
	TOTAL GENERAL FUND ALL EXPENDITURES	202,578,405	224,354,997	229,890,410	244,714,180	100.0%	14,823,770	6.4%

GENERAL FUND EXPENDITURE BENCHMARKS

Santa Ana surveyed eight (8) California cities to benchmark the percentage of FY 08-09 General Fund expenditures associated with police, fire, recreation, and library services. Santa Ana had the highest percentage of General Fund expenditures associated with police services as shown in Figure 2-5. This continues the City’s long-running practice of using General Funds to pay for the City’s most essential municipal services such as public safety. Ensuring Public Safety is one of Council’s top four focused priorities for FY08-09.

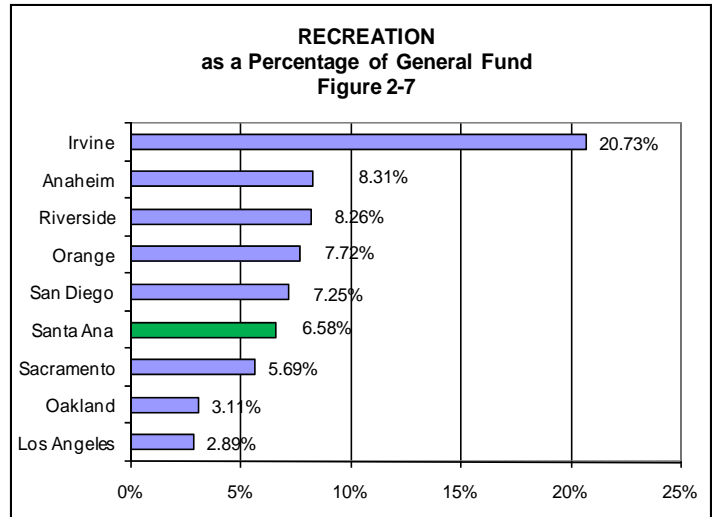


Police (Figure 2-5) and Fire (Figure 2-6) are Santa Ana’s two largest General Fund departments, making up over 72 percent of the total General Fund budget. The Santa Ana Fire Department first received the Insurance Services Office’s (ISO) highest rating of Class 1 in 1982 and has continued to retain that rating to this day.

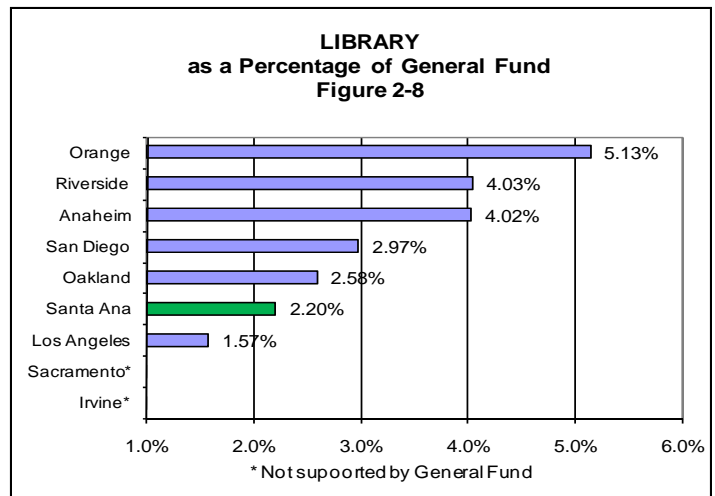


The City’s recreation budget (Figure 2-7) has evolved as major a priority with the 2000 U.S. Census finding that Santa Ana has the youngest city population, and one of the largest student populations, in the nation. Park Parks, Recreation &

Community Services continues to receive over \$16 million in general fund appropriations and received the largest General Fund allocation in FY08-09 as a reflection of Council’s focus priority in deferred park maintenance in all City parks.



Santa Ana Library allocation for FY 08-09 amounts to 2.2 percent of the total budget or an equivalent of \$5.2 million as depicted on figure 2-8.



Funding for recreation and library programs will be at the forefront in future budget cycles as the City meets the challenges of a very young population and the constraints of budgetary limitations. The city’s vision statement includes “investment in children” as the first of seven vision elements (see Purpose, Vision, & Goals section). Goals for FY 08-09 include deferred park maintenance to all parks, improvements to Centennial park, Flower Street bike trail extension, Santa Anita pool renovations, construction of the Santa Ana Zoo “Tierra de las Pampas” exhibit, development of the Library Teen Center and the continuation of various programs/projects which include the Youth Master Plan, intramural sports for middle school children, Summer Day Camp program, Catalina Youth Campout, Youth Summit and Expo, expanded summer reading program and joint use opportunities with the Santa Ana Unified School District.

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY MANAGER'S OFFICE

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-009 City Manager's Office	588,260	692,508	952,385	1,048,965
11-010 Council Services	632,322	652,467	779,020	739,055
11-011 Legislative Affairs	370,755	429,336	398,385	378,590
TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,082,645	1,196,039	1,488,705	1,578,620
6200 Contractual	280,865	316,110	343,130	312,120
6300 Commodities	79,993	105,975	133,685	100,635
6500 Fixed Charges	145,845	156,763	164,270	175,235
6600 Capital	1,988	(576)	0	0
TOTAL	<u>1,591,336</u>	<u>1,774,311</u>	<u>2,129,790</u>	<u>2,166,610</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
Mayor		1.00		1.00
Councilmembers		6.00		6.00
1790 City Manager	1.00		1.00	
0090 Assistant City Manager	1.00		1.00	
0400 Executive Director of External Affairs	1.00		1.00	
7720 Assistant to the City Manager	2.00		2.00	
1070 Secretary to the City Manager	1.00		1.00	
0900 Executive Assistant	4.00	1.00	4.00	0.00
TOTAL	<u>10.00</u>	<u>8.00</u>	<u>10.00</u>	<u>7.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
City Manager's Office	Activity	09
Statement of Purpose		
<p><i>To provide for the effective implementation of the City Council's policy and priorities, advise the Council on reliable methods of responding to community needs, ensure responsible organizational and fiscal management, and promote the philosophy of continuous improvement.</i></p>		
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <ul style="list-style-type: none">* Effective development and implementation of the City goals while ensuring responsible organizational fiscal management.* Enhancing the development and implementation of a system for continuous organizational improvement.* Provide research and advice to Council and effectively implement City Council's policies and priorities.		

GENERAL FUND

CITY MANAGER'S OFFICE					FUND	11
City Manager's Office					Activity	09
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages Regular	403,644	433,988	663,450	750,475	
6141	Salaries -Overtime	622	0	1,000	0	
6151	Retirement Plan	23,810	34,924	54,495	61,740	
6161	Medicare Insurance	1,269	3,332	5,195	5,535	
6171	Employees Insurance	23,620	24,799	40,525	48,500	
6172	Retiree Medical Insurance	2,674	3,666	6,635	10,290	
6181	Compensation Insurance	7,316	10,023	15,750	17,610	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>462,954</u>	<u>510,731</u>	<u>787,050</u>	<u>894,150</u>	
6211	Communications	21,066	26,581	21,600	21,600	
6221	Training & Transportation	8,124	25,188	24,000	24,000	
6251	Other Agency Services	4,010	8,104	7,220	7,220	
6291	Other Contractual Services	552	24,036	2,960	0	
	SUBTOTAL CONTRACTUAL	<u>33,752</u>	<u>83,909</u>	<u>55,780</u>	<u>52,820</u>	
6313	Office Operations	1,930	7,036	1,940	1,940	
6382	Gas & Diesel	0	78	400	400	
6391	Operating Materials & Supplies	30,232	27,930	41,635	29,635	
	SUBTOTAL COMMODITIES	<u>32,161</u>	<u>35,045</u>	<u>43,975</u>	<u>31,975</u>	
6511	Equipment Rental, City	11,980	14,573	14,895	15,940	
6521	Insurance (Risk Management)	1,930	2,045	2,170	2,170	
6571	Building Rental	43,495	46,205	48,515	51,910	
	SUBTOTAL FIXED CHARGES	<u>57,405</u>	<u>62,823</u>	<u>65,580</u>	<u>70,020</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	1,988	0	0	0	
	SUBTOTAL CAPITAL	<u>1,988</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL OPERATING	<u><u>588,260</u></u>	<u><u>692,508</u></u>	<u><u>952,385</u></u>	<u><u>1,048,965</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1790	City Manager	1.00		1.00		
0090	Assistant City Manager	1.00		1.00		
7720	Assistant to the City Manager	0.75		0.75		
1070	Secretary to the City Manager	0.75		0.75		
0900	Executive Assistant	1.00		1.00		
	TOTAL	<u>4.50</u>		<u>4.50</u>		

GENERAL FUND

CITY MANAGER'S OFFICE	FUND	11
Council Services	Activity	010

Statement of Purpose

To provide administrative assistance and other support services to the Mayor and Councilmembers.

This program provides such services as processing Council requests and resident inquiries; providing materials and staff support in various community meetings; coordinating special presentations by the City Council; providing clerical support to Councilmembers including mail/messenger and scheduling duties; handle special projects and assistance as directed by the City Manager, Mayor, and City Council; responsible for all intergovernmental relations and legislation for the City.

SERVICE PROGRAM

- * Process requests made by Councilmembers and residents to appropriate City departments and ensure that a solution is reached.
- * Monitor Federal and State legislation that may impact cities in general and Santa Ana in particular.
- * Provide advocacy of legislative programs which address issues on the federal, state and county levels in conjunction with the Legislative Operations Committee and the League of California Cities.
- * Provide recommendations addressing legislative concerns at the scheduled meetings of the Legislative Operations Committee for Council Actions.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND			
Council Services		Activity			
		11			
		010			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	465,669	506,181	528,035	549,695
6131	Salaries & Wages-Temporary	4,281	0	47,850	0
6141	Salaries -Overtime	61	407	1,200	0
6151	Retirement Plan	36,801	40,769	44,520	46,175
6161	Medicare Insurance	3,733	3,959	4,590	4,695
6171	Employees Insurance	40,792	41,822	44,925	50,715
6172	Retiree Medical Insurance	4,350	4,586	5,280	7,695
6181	Compensation Insurance	9,177	10,120	10,970	11,210
	SUBTOTAL PERSONNEL	<u>564,863</u>	<u>607,844</u>	<u>687,370</u>	<u>670,185</u>
6211	Communications	35,154	22,326	30,700	25,700
6221	Training & Transportation	10,906	9,405	17,500	17,500
6251	Other Agency Services	0	0	1,800	0
6281	M&R Machinery & Equipment	0	0	1,250	0
6291	Other Contractual Services	9,333	998	3,000	3,000
	SUBTOTAL CONTRACTUAL	<u>55,393</u>	<u>32,729</u>	<u>54,250</u>	<u>46,200</u>
6391	Operating Materials & Supplies	185	(145)	24,125	8,675
	SUBTOTAL COMMODITIES	<u>185</u>	<u>(145)</u>	<u>24,125</u>	<u>8,675</u>
6521	Insurance (Risk Management)	2,690	2,850	3,020	3,020
6571	Building & Site Rental	9,190	9,765	10,255	10,975
	SUBTOTAL FIXED CHARGES	<u>11,880</u>	<u>12,615</u>	<u>13,275</u>	<u>13,995</u>
6641	Machinery & Equipment	0	(576)	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>(576)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>632,322</u></u>	<u><u>652,467</u></u>	<u><u>779,020</u></u>	<u><u>739,055</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0400	Executive Director of External Affairs	1.00		1.00	
7720	Assistant to the City Manager	0.25		0.25	
0670	Executive Assistant to the City Manager	1.00		1.00	
1070	Secretary to the City Manager	0.25		0.25	
0900	Executive Assistant	3.00	1.00	3.00	0.00
	TOTAL	<u>5.50</u>	<u>1.00</u>	<u>5.50</u>	<u>0.00</u>

GENERAL FUND

CITY MANAGER'S OFFICE
Legislative Affairs

FUND 11
Activity 011

Statement of Purpose

To ensure that Councilmembers are provided the means in which to perform their legislative responsibilities and establish municipal policies.

This program provides the services to enable Councilmembers to maintain an awareness of community needs, analyze program possibilities and available resources, select and implement programs, and evaluate the efficiency and effectiveness of City programs.

SERVICE PROGRAM

- * Councilmembers participate in meetings of the City Council, Redevelopment Agency, Housing Authority, Industrial Development Bond Authority, Santa Ana Financing Authority, City Council committees, and in various community meetings, and in presentations on behalf of civic and regional events.
- * Councilmembers also participate in local, state, and national organizations of municipal officials and attend various conferences to promote local needs, to increase knowledge and to share information.

GENERAL FUND

CITY MANAGER'S OFFICE		FUND 11			
Legislative Affairs		Activity 011			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	13,110	4,008	14,000	14,000
6161	Medicare Insurance	0	0	0	0
6181	Compensation Insurance	26	3	285	285
6191	Other Personnel Services	41,691	73,453	0	0
	SUBTOTAL PERSONNEL	<u>54,827</u>	<u>77,464</u>	<u>14,285</u>	<u>14,285</u>
6211	Communications	6,671	5,513	5,460	5,460
6221	Training & Transportation	43,356	59,845	42,000	42,000
6251	Other Agency Services	130,711	130,431	110,640	110,640
6291	Other Contractual Services	10,983	3,683	75,000	55,000
	SUBTOTAL CONTRACTUAL	<u>191,720</u>	<u>199,472</u>	<u>233,100</u>	<u>213,100</u>
6313	Office Operations	27,274	35,663	48,845	44,765
6341	Non-Consumable Items	0	0	1,520	0
6391	Operating Materials & Supplies	20,373	35,413	15,220	15,220
	SUBTOTAL COMMODITIES	<u>47,647</u>	<u>71,075</u>	<u>65,585</u>	<u>59,985</u>
6521	Insurance (Risk Management)	2,215	2,350	2,490	2,490
6571	Building & Site Rental	74,345	78,975	82,925	88,730
	SUBTOTAL FIXED CHARGES	<u>76,560</u>	<u>81,325</u>	<u>85,415</u>	<u>91,220</u>
	TOTAL	<u><u>370,755</u></u>	<u><u>429,336</u></u>	<u><u>398,385</u></u>	<u><u>378,590</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	Mayor		1.00		1.00
	Councilmembers		6.00		6.00
	TOTAL		<u><u>7.00</u></u>		<u><u>7.00</u></u>

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-012 General Non-Departmental	2,199,022	2,556,424	1,607,955	1,607,955
11-013 Inter-Fund Transfers	11,452,770	5,209,375	7,876,585	9,452,190
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	81,020	30,255	236,335	236,335
6200 Contractual	2,089,646	2,189,201	624,620	624,620
6300 Commodities	16,518	16,815	54,500	54,500
6500 Fixed Charges	3,662,230	3,662,230	3,662,230	3,662,230
6600 Capital	11,838	0	11,500	11,500
6700 Debt Service	0	320,153	681,000	681,000
6800 Interfund Transfers	1,949,540	1,547,145	2,863,085	2,565,085
6900 Miscellaneous (Loans & Leases)	5,841,000	0	1,351,270	3,224,875
TOTAL	<u>13,651,792</u>	<u>7,765,799</u>	<u>9,484,540</u>	<u>11,060,145</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
<p><i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.</p>				

GENERAL FUND

GENERAL NON-DEPARTMENTAL		FUND 11			
General Non-Departmental		Activity 012			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6151	Retirement Plan	3,512	717	0	0
6161	Medicare Insurance	1,006	282	0	0
6171	Employees Insurance	347	534	0	0
6181	Compensation Insurance	1,946	584	0	0
6191	Other Personnel Services	74,209	28,138	236,335	236,335
	SUBTOTAL PERSONNEL	81,020	30,255	236,335	236,335
6221	Training & Transportation	0	0	0	0
6231	Advertising	6,550	6,550	0	0
6251	Other Agency Services	35,741	37,560	57,845	57,845
6291	Other Contractual Services	274,160	391,636	566,775	566,775
6294	Lease Payments	1,773,195	1,753,455	0	0
	SUBTOTAL CONTRACTUAL	2,089,646	2,189,201	624,620	624,620
6313	Office Operations	5,345	5,080	10,000	10,000
6391	Operating Materials & Supplies	11,173	11,735	44,500	44,500
	SUBTOTAL COMMODITIES	16,518	16,815	54,500	54,500
6521	Insurance (Risk Management)	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6611	Land	0	0	0	0
6621	Buildings	0	0	0	0
6641	Machinery & Equipment	11,838	0	7,000	7,000
6661	Computer Software	0	0	4,500	4,500
	SUBTOTAL CAPITAL	11,838	0	11,500	11,500
6771	Debt Service	0	320,153	681,000	681,000
	SUBTOTAL DEBT SERVICE	0	320,153	681,000	681,000
	TOTAL OPERATING	2,199,022	2,556,424	1,607,955	1,607,955
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
	<i>Note:</i> No permanent positions are assigned to this activity. It was created in FY 76-77 to provide for management training, consortium, and other expenses, including labor adjustments that are not budgeted in any specific departmental activity.				

GENERAL FUND

GENERAL NON-DEPARTMENTAL & INTERFUND TRANSFERS				FUND	11
Interfund Transfers				Activity	013
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
PAYMENTS					
6537	Information Services Strategic Plan Charge	3,662,230	3,662,230	3,662,230	3,662,230
	SUBTOTAL FIXED CHARGES	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>	<u>3,662,230</u>
TRANSFER TO FUND					
6800	027 Transfer to Fund 27	0	0	0	0
6800	051 Capital Fund Outlay	0	0	0	127,000
6800	073 Transfer to Fund 73 Building Maintenance	0	0	750,000	250,000
6800	074 Transfer to Fund 74 Civic Center	1,464,000	1,509,745	1,599,085	1,599,085
6800	077 Centennial Regional Park	445,640	0	0	0
6800	080 Transfer to Fund 80	0	0	0	0
6800	108 Citywide Maintenance Assessment District	0	0	0	0
6800	146 Metro Medical Response System Grant	8,000	5,500	0	0
6800	155 Transfer to Fund 155	31,900	31,900	0	0
6800	407 Transfer to Fund 407 Downtown Dev.	0	0	514,000	589,000
	SUBTOTAL INTER FUND TRANSFERS	<u>1,949,540</u>	<u>1,547,145</u>	<u>2,863,085</u>	<u>2,565,085</u>
LOAN TO FUND					
6900	510 Central City Project Area	0	0	0	0
6900	520 Intercity Project Area	0	0	0	0
6900	530 North Harbor Project Area	913,215	0	0	0
6900	540 South Harbor Project Area	993,910	0	0	0
6900	550 South Main Project Area	3,330,685	0	0	0
6900	560 Bristol Corridor Project Area	603,190	0	0	0
6900	570 Merged Project Area	0	0	367,115	1,550,000
	SUBTOTAL LOAN TO FUND	<u>5,841,000</u>	<u>0</u>	<u>367,115</u>	<u>1,550,000</u>
OTHER PAYMENTS					
6911	027 Lease Payments to Fund 27	0	0	852,080	1,447,425
6911	067 Lease Payments to Fund 67	0	0	132,075	227,450
	SUBTOTAL OTHER PAYMENTS	<u>0</u>	<u>0</u>	<u>984,155</u>	<u>1,674,875</u>
	TOTAL	<u><u>11,452,770</u></u>	<u><u>5,209,375</u></u>	<u><u>7,876,585</u></u>	<u><u>9,452,190</u></u>
<p><i>Note:</i> These are transfers from the General Fund to those Funds which have no direct revenue, or to those funds which available revenue must be supplemented from general revenue of the City.</p>					

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CLERK OF THE COUNCIL OFFICE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-021	Clerk Administration and Elections	562,030	749,389	715,640	1,013,925
	TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	452,635	506,414	593,785	621,155
6200	Contractual	29,142	160,896	40,315	309,415
6300	Commodities	44,721	46,197	45,700	45,700
6500	Fixed Charges	33,515	35,585	35,840	37,655
6600	Capital	2,018	296	0	0
	TOTAL	<u>562,030</u>	<u>749,389</u>	<u>715,640</u>	<u>1,013,925</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	
	TOTAL	<u>5.00</u>	<u>2.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

CLERK OF THE COUNCIL
Clerk Administration and Elections

PROGRAM
11-021

Statement of Purpose

To facilitate the legislative policymaking process, to accurately record and validate the proceedings of the City Council, to provide for timely and thorough access to the public record, to conduct the City's elections as required by the Charter and the Elections Code of the State of California and to carry out responsibilities mandated by the Fair Political Practices Act.

This program administers the activities related to Council legislation, processes Council-approved agenda items, manages the public record, and disseminates information concerning Council actions both to City staff and the public. The Clerk's administrative functions are largely mandated by law (Brown Act, Maddy Act, Public Records Act, City Charter, City Code among others) and include preparation and management of legal notices, Agendas, Minutes, deeds, contracts, ordinances, resolutions, and other documents; maintenance of the City Charter, City Code, and Electronic Legislative files (Laserfiche); and coordination of the Citywide records retention schedule.

The Clerk of the Council administers City elections and City election notices, communicates election results, administers the candidacy and nomination process and generally oversees the conduct of elections. Voting services are provided by the Orange County Register of Voters by contract with the City. Additionally, the Clerk of the Council is the local filing officer for the Fair Political Practices Commission (FPPC) and maintains FPPC records.

Accomplishments in FY 06-07 & FY 07-08

- * Updated City Precinct Maps
- * Conducted 2006 Municipal Election and 2008 Special Municipal Election (two ballot measures)
- * In conjunction with the City Attorney, revised the City's Conflict of Interest Code Disclosure categories and employee designations
- * Updated Election Brochure, and Boards and Commissions Informational Brochure
- * Revised Citywide Records Retention Schedule
- * Conducted training for new City Commissioners on the Brown Act, Public Records Act, and parliamentary procedures, in conjunction with the City Attorney's Office

Action Plan for FY 2008-09

- * Continue to examine improvements in providing public access to City Council Meetings and in providing for timely access to public records
- * Continue to identify ways to provide staff with the necessary resources and skills to improve services provided to the Council, City Agencies, and the public
- * Provide staff support for the Council in development of a Code of Ethics and Conduct required due to the passage of Measure D
- * Work with the County Registrar of Voters and the Public Works GIS Division to update precinct information and the Ward maps for the November, 2008 Election
- * Meet all legal deadlines and requirements in connection with the General Election in November, 2008

GENERAL FUND

CLERK OF THE COUNCIL OFFICE		FUND 11			
Clerk Administration and Elections		Activity 021			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	348,999	401,815	449,020	501,645
6131	Salaries & Wages-Temporary	17,002	12,391	28,160	0
6141	Salaries & Wages-Overtime	2,430	5,140	8,285	5,180
6151	Retirement	26,763	30,631	36,325	40,835
6161	Medicare Insurance	5,288	6,037	6,680	7,050
6171	Employees Insurance	32,829	39,941	48,810	49,215
6172	Retiree Health Insurance	2,829	3,578	5,140	6,805
6181	Compensation Insurance	6,082	6,880	7,265	10,425
6191	Other Personnel	10,413	0	4,100	0
	SUBTOTAL PERSONNEL	452,635	506,414	593,785	621,155
6211	Communications	7,191	5,846	7,160	7,160
6221	Training & Travel	10,585	11,650	8,680	12,780
6231	Advertising	5,821	8,247	7,320	7,320
6251	Other Agency Services	518	985	3,355	3,355
6291	Other Contractual Services	5,027	134,168	13,800	278,800
	SUBTOTAL CONTRACTUAL	29,142	160,896	40,315	309,415
6391	Operating Materials & Supplies	44,721	46,197	45,700	45,700
	SUBTOTAL COMMODITIES	44,721	46,197	45,700	45,700
6521	Insurance (Risk Management)	8,810	9,340	9,900	9,900
6571	Building & Site Rental	24,705	26,245	25,940	27,755
	SUBTOTAL FIXED CHARGES	33,515	35,585	35,840	37,655
6661	Computer Software	2,018	296	0	0
	SUBTOTAL CAPITAL	2,018	296	0	0
	TOTAL	562,030	749,389	715,640	1,013,925
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1990	Clerk of the Council	1.00		1.00	
1700	Chief Assistant Clerk of the Council	1.00		1.00	
7290	Senior Deputy Clerk of the Council	2.00		2.00	
7050	Deputy Clerk of the Council	1.00		1.00	
7050	Sr. Administrative Intern	0.00	2.00	0.00	0.00
	TOTAL	5.00	2.00	5.00	0.00

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-031 City Attorney's Office	2,005,529	2,284,723	2,526,590	2,544,545
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	1,795,949	2,053,484	2,272,853	2,291,890
6200 Contractual	73,404	89,275	109,130	101,505
6300 Commodities	25,940	26,851	30,000	30,000
6500 Fixed Charges	88,860	94,385	99,607	106,150
6600 Capital	21,376	20,727	15,000	15,000
TOTAL	<u>2,005,529</u>	<u>2,284,723</u>	<u>2,526,590</u>	<u>2,544,545</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
1690 City Attorney	1.00		1.00	
1650 Chief Assistant City Attorney	2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790 Senior Legal Management Assistant	1.00		1.00	
7120 Senior Legal Secretary	2.00		2.00	
7150 Senior Legal Office Assistant	1.00		1.00	
1670 Paralegal	0.00		0.00	
1675 Senior Paralegal	2.00		2.00	
9070 Senior Clerical Aide (PT)		1.00		1.00
SUBTOTAL	<u>17.50</u>	<u>1.00</u>	<u>17.50</u>	<u>1.00</u>
1620 Assistant City Attorney (PD)	0.50		0.50	
1675 Senior Paralegal (Liability Fund)	1.00		1.00	
	<u>1.50</u>	<u>0.00</u>	<u>1.50</u>	<u>0.00</u>
TOTAL	<u>19.00</u>	<u>1.00</u>	<u>19.00</u>	<u>1.00</u>

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND			11
City Attorney's Office		Activity			031
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,487,862	1,653,266	1,738,923	1,769,360
6131	Salaries & Wages-Temporary	13,736	8,494	16,037	18,625
6141	Salaries & Wages-Overtime	340	0	500	500
6151	Retirement Plan	118,251	140,526	167,459	159,920
6161	Medicare Insurance	19,851	22,475	28,633	28,710
6171	Employees Insurance	137,624	164,548	198,137	202,655
6172	Retiree Medical Insurance	13,285	15,903	20,387	28,660
6181	Compensation Insurance	34,554	40,376	52,777	53,460
6191	Other Personnel Services	(29,554)	7,895	50,000	30,000
	SUBTOTAL PERSONNEL	1,795,949	2,053,484	2,272,853	2,291,890
6211	Communications	20,706	23,182	31,080	31,080
6221	Training & Transportation	13,769	16,821	30,900	30,900
6251	Other Agency Services	10,277	8,543	15,060	15,060
6291	Other Contractual Services	28,651	40,729	32,090	24,465
	SUBTOTAL CONTRACTUAL	73,404	89,275	109,130	101,505
6391	Operating Materials & Supplies	25,940	26,851	30,000	30,000
	SUBTOTAL COMMODITIES	25,940	26,851	30,000	30,000
6521	Insurance (Risk Management)	5,470	5,800	6,150	6,150
6571	Building & Site Rental	83,390	88,585	93,457	100,000
	SUBTOTAL FIXED CHARGES	88,860	94,385	99,607	106,150
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	15,882	16,186	15,000	15,000
6661	Computer Software	5,493	4,542	0	0
	SUBTOTAL CAPITAL	21,376	20,727	15,000	15,000
	TOTAL	2,005,529	2,284,723	2,526,590	2,544,545
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1690	City Attorney	1.00		1.00	
1650	Chief Assistant City Attorney	2.00		2.00	
1620	Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney	8.50		8.50	
2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	0.00		0.00	
1675	Senior Paralegal	2.00		2.00	
9070	Senior Clerical Aide (PT)		1.00		1.00
	SUBTOTAL	17.50	1.00	17.50	1.00
1620	Assistant City Attorney (PD)	0.50		0.50	
1675	Senior Paralegal (Liability Fund)	1.00		1.00	
		1.50	0.00	1.50	0.00
	TOTAL	19.00	1.00	19.00	1.00
	<i>*.5 of attorney funded by Police Department</i>				
	<i>*1 Senior Paralegal funded by Risk Management</i>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PERSONNEL SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-141	Personnel Services	1,488,782	1,561,665	2,125,520	2,136,700
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,193,500	1,296,141	1,758,775	1,778,690
6200	Contractual	134,253	118,988	185,810	170,730
6300	Commodities	59,716	60,506	84,130	84,130
6500	Fixed Charges	80,995	86,030	96,805	103,150
6600	Capital	20,318	0	0	0
	TOTAL	<u>1,488,782</u>	<u>1,561,665</u>	<u>2,125,520</u>	<u>2,136,700</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00	1.00	1.00	1.00
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
9771	Senior Administrative Aide	1.00		1.00	1.00
7330	Senior Office Assistant	1.00		1.00	1.00
8100	Senior Administrative Intern	2.00		2.00	2.00
	TOTAL GENERAL FUND	<u>13.55</u>	<u>8.00</u>	<u>13.10</u>	<u>8.00</u>
	SECTION 3: INTERNAL FUNDS				
109-179	IS Strategic Plan	0.85		0.85	
80-180	Liability & Property	3.80		3.95	
82-178	Workers' Compensation	7.80		7.95	
81-177	Employee Benefits	6.15	2.00	6.30	2.00
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Improvement Trust Fund	1.85	1.00	1.85	1.00
	TOTAL POSITIONS	<u>20.45</u>	<u>3.00</u>	<u>20.90</u>	<u>3.00</u>
	TOTAL POSITIONS	<u>34.00</u>	<u>11.00</u>	<u>34.00</u>	<u>11.00</u>

GENERAL FUND

PERSONNEL SERVICES		PROGRAM		
Personnel Services		11-141		
Statement of Purpose				
<p><i>To provide responsive professional personnel management assistance to City departments to achieve a multi-cultural, highly trained and well-compensated workforce.</i></p> <p>The department's recruitment and selection system reflects a strong commitment to outreach principles to achieve a highly competent workforce representative of the community. This program also facilitates interaction with employee association and maintains a salary structure which is both externally competitive and internally equitable. Personnel Services endorses sound management practices and a continuous improvement philosophy by providing timely, high quality services. The department promotes the development of productive employees through training and promotional opportunities.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * 79% of newly hired employees were protected classes and a majority were bilingual * Maintained rate of allegations or complaints of improper personnel practices below three per thousand employees. * Negotiated collective bargaining agreements with the following bargaining units: FMA, SEIU PTCS and SEIU PT. * Posted class specifications, salary information, and collective bargaining agreements on City website * Implemented upgrade of applicant tracking system to enhance recruitment/selection activities 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain trend of hiring a well-qualified, diverse work force. * Comply with federal and state mandates regarding employee training for a variety of topics, such as anti-harassmen policy training, preventing workplace harassment training and Department of Transportation [DOT] Random Drug and Alcohol Testing Program training. * Work collaboratively with all City Departments and the City Attorney's Office to effectively manage and resolve employee disciplinary issues. * Implement collective bargaining agreements with all City bargaining units, including FMA, SEIU-PTCS and SEIU-PT * Define career ladders and develop succession planning methodologies in anticipation of enhanced retirement program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of recruitments	108	118	100	110
# of exams administered	521	508	550	500
# of general training classes offered	32	33	41	35
# of grievances processed	3	0	1	3
Efficiency				
% of department costs funded by General Fund	1%	1%	1%	1%
Average # of days to establish eligible lists	48	50	50	50
% of classes with current job specification	70%	75%	80%	80%
Effectiveness				
% of minority representation in workforce	59.5%	61.1%	61.0%	61.0%
% of new employees passing probation	93.5%	92.7%	91.0%	93.0%
% of appointments filled by promotion	46.7%	54.0%	35.0%	40.0%
% annual attrition rate	6.5%	5.4%	5.3%	6.5%

GENERAL FUND

PERSONNEL SERVICES		FUND 11			
Personnel Services		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	885,561	958,524	1,179,615	1,221,755
6131	Salaries & Wages-Temporary	72,264	74,378	168,560	168,890
6141	Salaries & Wages-Overtime	13,253	18,894	25,500	21,200
6151	Retirement Plan	71,806	79,764	103,215	108,960
6161	Medicare Insurance	11,903	12,655	16,470	17,130
6171	Employees Insurance	95,411	105,582	154,740	151,210
6172	Retiree Health Insurance	8,259	8,907	11,795	17,105
6181	Compensation Insurance	15,183	16,707	21,155	20,600
6191	Other Personnel Services	19,860	20,731	77,725	51,840
	SUBTOTAL PERSONNEL	1,193,500	1,296,141	1,758,775	1,778,690
6211	Communications	18,528	18,535	24,100	22,100
6221	Training & Transportation	73,710	77,995	93,435	93,435
6231	Advertising	0	0	3,080	0
6251	Other Agency Services	5,488	6,340	10,000	10,000
6281	M & R Machine & Equipment	857	285	100	100
6291	Other Contractual Services	35,670	15,833	55,095	45,095
	SUBTOTAL CONTRACTUAL	134,253	118,988	185,810	170,730
6391	Operating Materials & Supplies	59,716	60,506	84,130	84,130
	SUBTOTAL COMMODITIES	59,716	60,506	84,130	84,130
6521	Insurance (Risk Management)	5,495	5,825	6,175	6,175
6571	Building & Site Rental	75,500	80,205	90,630	96,975
	SUBTOTAL FIXED CHARGES	80,995	86,030	96,805	103,150
6641	Machinery & Equipment	20,237	0	0	0
6661	Computer Software	81	0	0	0
	SUBTOTAL CAPITAL	20,318	0	0	0
	TOTAL	1,488,782	1,561,665	2,125,520	2,136,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.40		0.40	
1835	Assistant Director of Personnel Services	1.00		0.55	
1550	Personnel Operations Manager	1.00		1.00	
1280	Training Coordinator*	1.00		1.00	
0151	Principal Management Analyst	0.15		0.15	
1540	Senior Personnel Analyst	5.00		5.00	
0770	Senior Personnel Technician	1.00		1.00	
7300	Senior Personnel Services Specialist	2.00	1.00	2.00	1.00
7530	Personnel Executive Secretary	0.40		0.40	
1530	Senior Personnel Receptionist	1.00		1.00	
7070	Personnel Services Specialist	0.60	2.00	0.60	2.00
1760	Personnel Services Receptionist		1.00		1.00
9771	Senior Administrative Aide		1.00		1.00
7330	Senior Office Assistant		1.00		1.00
8100	Senior Administrative Intern		2.00		2.00
	TOTAL	13.55	8.00	13.10	8.00

* Training Coordinator previously funded under Quality & Management Training Fund 88-141

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-170 Management & Support	689,461	741,736	908,650	800,990
11-171 Accounting	1,007,570	887,042	1,038,955	1,102,785
11-172 Payroll	0	0	422,210	464,935
11-173 Purchasing	894,691	956,262	1,050,575	1,132,720
11-175 Treasury & Customer Service	788,003	884,475	1,157,585	1,275,515
11-179 Information Services	1,035,138	994,299	1,518,825	1,418,365
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	5,092,810	5,285,399	6,448,675	6,708,715
6200 Contractual	672,361	628,271	1,276,105	1,224,555
6300 Commodities	323,053	387,372	372,480	372,480
6500 Fixed Charges	(1,713,110)	(1,837,655)	(2,000,460)	(2,110,440)
6600 Capital	23,054	426	0	0
6700 Debt Service	16,694	0	0	0
TOTAL	<u>4,414,863</u>	<u>4,463,813</u>	<u>6,096,800</u>	<u>6,195,310</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.75		0.75	
0190	Administrative Services Manager	0.65		0.65	
1170	Treasury Manager	1.00		1.00	
0960	Information Services Manager	0.25		0.25	
0490	Budget & Research Manager	1.00		1.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
1150	Accountant II	4.00		4.00	
1140	Accountant I	2.00		2.00	
7010	Accounting Assistant	2.00		2.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer	3.50		3.50	
1330	Computer Operations Coordinator	1.00		0.00	
1440	Computer Operator	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
2670	Information Services Representative	0.50		0.00	
7009	Accounts Payable Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FINANCE & MANAGEMENT SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1210	Meter Reader Collector	5.00		5.00	
0020	Micro Systems Technician	1.00		1.00	
7400	Payroll Systems Analyst	1.00		1.00	
7410	Payroll Technician	3.00		3.00	
7415	Sr. Payroll Technician	1.00		1.00	
2630	Principal Programmer Analyst	7.00		6.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7680	Revenue Processing Assistant	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
7490	Senior Accountant	2.00		2.00	
7280	Senior Accounting Assistant	3.00		3.00	
0620	Finance Executive Secretary	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9050	Clerical Assistant		0.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
9710	Purchasing Agent		0.00		1.00
9060	Senior Clerical Aide (P/T)		2.00		2.00
9041	Account Clerk I (P/T)		2.00		2.00
9790	Budget Intern (PT)		2.00		1.00
8600	Student Intern (PT)		1.00		0.00
9120	Data Entry Clerk (PT)		3.00		3.00
9775	Municipal Utility Reader-Collector (PT)		1.00		1.00
	TOTAL GENERAL FUND	<u>67.65</u>	<u>17.00</u>	<u>65.15</u>	<u>19.00</u>
	SECTION 3: INTERNAL FUNDS				
71-176	Central Services	4.42	3.00	4.42	3.00
73-105	Building Maintenance	22.20	12.00	22.20	12.00
75-111	Fleet Maintenance	27.43	3.00	27.43	3.00
75-112	Stores & Property Control	3.03	3.00	3.03	3.00
85-107	Corporate Yard Operations		3.00		3.00
102-171	Communication Services	3.67		4.17	
109-179	IS Strategic Plan	14.35		14.35	
	SECTION 5: SPECIAL REVENUE				
31-141	Air Quality Management Trust Fund	<u>0.25</u>		<u>0.25</u>	
		<u>75.35</u>	<u>24.00</u>	<u>75.85</u>	<u>24.00</u>
	TOTAL PERSONNEL	<u><u>143.00</u></u>	<u><u>41.00</u></u>	<u><u>141.00</u></u>	<u><u>43.00</u></u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Management & Support

PROGRAM
11-170

Statement of Purpose

To provide quality financial management services to the City organization and to insure prudent use and maintenance of the City's financial resources and physical assets.

This program provides direction and support to Finance & Management Services. The Division is responsible for the improvement of operational efficiency through internal audits and special research, and the review, preparation, and monitoring of the City's operating and capital budgets.

SERVICE PROGRAM

ACCOUNTING

To provide accurate, meaningful, and responsive accounting services, internal control systems and financial reports in accordance with generally accepted accounting principles.

PURCHASING/PAYROLL/CENTRAL SERVICES

To supply quality and economical material and services to City departments which are promptly priced, purchased, provided, and paid. To process an accurate payroll that complies with all state and federal tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts. To provide reprographic and messenger services to all City departments.

TREASURY/CUSTOMER SERVICE

To provide for the receipt, custody, and investment of City funds in a prompt and courteous manner through sound and prudent policies.

INFORMATION SERVICES

To provide responsive and accurate automated management information resources to user departments through modern technology.

BUILDING MAINTENANCE

To maintain safe, secure, attractive, and efficient City buildings and equipment through regular custodial services and preventative maintenance.

FLEET SERVICES

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventative maintenance, and repair.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Management & Support Services		Activity 170			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	413,686	460,648	414,395	437,610
6131	Salaries & Wages-Temporary	54,106	31,084	57,645	36,785
6141	Salaries & Wages-Overtime	11,523	8,749	15,000	15,000
6151	Retirement Plan	32,237	39,832	34,250	36,145
6161	Medicare Insurance	6,829	7,084	6,095	6,115
6171	Employees Insurance	51,472	63,638	49,225	52,730
6172	Retiree Health Insurance	3,526	3,929	3,905	5,795
6181	Compensation Insurance	6,892	6,497	7,675	7,860
6191	Other Personnel Services	4,970	0	100,000	28,660
	SUBTOTAL PERSONNEL	<u>585,241</u>	<u>621,462</u>	<u>688,190</u>	<u>626,700</u>
6211	Communications	11,622	12,339	11,130	11,130
6221	Training & Transportation	28,066	35,952	39,180	20,000
6251	Other Agency Services	2,571	2,835	2,650	2,650
6291	Other Contractual Services	12,109	13,811	119,775	91,280
	SUBTOTAL CONTRACTUAL	<u>54,368</u>	<u>64,937</u>	<u>172,735</u>	<u>125,060</u>
6391	Operating Materials & Supplies	22,900	27,472	18,390	18,390
	SUBTOTAL COMMODITIES	<u>22,900</u>	<u>27,472</u>	<u>18,390</u>	<u>18,390</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	19,275	20,475	21,500	23,005
	SUBTOTAL FIXED CHARGES	<u>26,245</u>	<u>27,865</u>	<u>29,335</u>	<u>30,840</u>
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	707	0	0	0
	SUBTOTAL CAPITAL	<u>707</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>689,461</u></u>	<u><u>741,736</u></u>	<u><u>908,650</u></u>	<u><u>800,990</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
6400	Budget & Research Manager	1.00		1.00	
0150	Senior Management Analyst	0.90		0.90	
0495	Senior Budget Analyst	1.00		1.00	
0620	Finance Executive Secretary	1.00		1.00	
9790	Budget Intern (PT)		2.00		1.00
	TOTAL	<u>4.15</u>	<u>2.00</u>	<u>4.15</u>	<u>1.00</u>

GENERAL FUND

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Accounting	11-171			
Statement of Purpose				
<p><i>To provide responsive accounting services within generally accepted accounting principles.</i></p> <p>The responsibilities of this division include billing/collection of accounts receivables, pre-audit and payment of claims, grant/contract compliance, ledger reconciliation, maintenance of fixed assets and long-term debt records, include offering financial support to operating departments that includes providing financial analyses upon request, accurate and timely preparation of the City's Comprehensive Annual Financial Report (CAFR) and the Single Audit Report of Federal and California grants.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Received awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Finished conversion of required accounting reports from hard copies to a more sophisticated paperless computerized record retention system. * Select the New Financial System Software and begin the Project implementation plan. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Receive awards from the Government Finance Officers Association (GFOA) for outstanding financial reporting. * Complete Enterprise Resource Planning (ERP) software implementation. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of purchase orders and payment vouchers preaudited	18,613	18,794	18,900	1,900
# of false alarms, hazardous material, and other miscellaneous receivables billed	13,609	12,472	13,041	13,500
\$ value of miscellaneous accounts receivable billed	\$36,044,724	\$39,682,914	\$40,100,000	\$40,100,000
Efficiency				
Accounting Division cost as a percentage (%) of total City expenditures	0.289%	0.254%	0.270%	0.270%
Effectiveness				
% of miscellaneous accounts receivable collected without use of private collection agencies	79.00%	86.32%	88.00%	88.00%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Accounting Division		Activity 171			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	658,337	586,168	643,380	650,980
6113	Salaries & Wages-Retirement	0	0	0	69,740
6131	Salaries & Wages-Temporary	22,796	25,357	35,880	40,500
6141	Salaries & Wages-Overtime	30,245	29,918	37,360	37,360
6151	Retirement Plan	51,966	47,374	52,245	54,170
6161	Medicare Insurance	6,017	5,700	6,480	8,410
6171	Employees Insurance	88,832	79,963	90,285	91,200
6172	Retiree Health Insurance	4,093	4,824	6,195	8,775
6181	Compensation Insurance	8,571	7,965	7,945	8,080
6191	Other Personnel Services	54,200	86,369	62,500	42,500
	SUBTOTAL PERSONNEL	925,057	873,638	942,270	1,011,715
6211	Communications	11,338	11,139	12,260	12,260
6221	Training & Transportation	8,699	15,273	20,000	20,000
6251	Other Agency Services	1,876	2,347	1,865	1,865
6291	Other Contractual Services	3,198	1,668	85,990	85,990
	SUBTOTAL CONTRACTUAL	25,111	30,427	120,115	120,115
6391	Operating Materials & Supplies	19,099	48,306	48,930	48,930
	SUBTOTAL COMMODITIES	19,099	48,306	48,930	48,930
6511	Equipment Rental, City	30	0	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services Charge	0	(106,245)	(114,950)	(123,000)
6571	Building & Site Rental	31,160	33,100	34,755	37,190
	SUBTOTAL FIXED CHARGES	38,160	(65,755)	(72,360)	(77,975)
6641	Machinery & Equipment	143	0	0	0
6661	Computer Software	0	426	0	0
	SUBTOTAL CAPITAL	143	426	0	0
	TOTAL	1,007,570	887,042	1,038,955	1,102,785

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1180	Assistant Director of Finance & Mgmt Svcs	0.35		0.35	
7490	Senior Accountant*	2.00		2.00	
1150	Accountant II **	4.00		4.00	
1140	Accountant I	2.00		2.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9041	Account Clerk I		2.00		2.00
	TOTAL	11.35	2.00	11.35	2.00

1 Supervising Accountant charged to I.S. Strategic Plan Fund.
1 Senior Accountant charged to I.S. Strategic Plan Fund
1 Accountant II charged to Community Development Agency (CDA)

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Payroll Services		11-172		
Statement of Purpose				
<p><i>To process an accurate payroll that complies with all relevant tax and labor laws, and conforms to negotiated pay and benefits as identified in employee contracts.</i></p> <p>The payroll group provides accurate preparation, distribution and reporting of payroll, ensuring that employees are paid correctly, that all applicable vendors are paid correctly, and that all reporting requirements are met. Applicable vendors include PERS, deferred compensation program provider, unions, recipients of garnishment payments, charities and government taxing entities.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Upgraded to newer version of the HR/PR software * Implemented Deferred Compensation Loan Program * Redesigned paycheck stub to simplify leave accrual information and delete ss#. * Completed set up of benefit premiums as pre-tax 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Support Personnel in the implementation of the HR module of the Lawson software * Work with Highline to modify the PERS report, in compliance with CalPERS-directed changes * Streamline the Deferred Compensation and Garnishment processes 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
* Average # of payroll checks and direct deposits processed per pay period	2,144	2,181	2,224	2,224
* Average # of vendor checks processed per pay period	67	58	39	39
* Total # of months in year w/out an IRS Penalty	12	12	12	12
* Number of W-2s processed	2,439	2,618	2,618	2,618
* Number of corrected W-2s	1	0	0	0
<p>Note: A separate activity for payroll was created in FY 07-08.</p>				

GENERAL FUND

FINANCE & MANAGEMENT SERVICES					FUND	11
Payroll					Activity	172
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	294,385	315,750	
6113	Salaries & Wages-Retirement	0	0	0	19,865	
6131	Salaries & Wages-Temporary	0	0	16,215	16,250	
6141	Salaries & Wages-Overtime	0	0	20,000	20,000	
6151	Retirement Plan	0	0	24,790	27,130	
6161	Medicare Insurance	0	0	4,505	4,815	
6171	Employees Insurance	0	0	41,030	38,115	
6172	Retiree Health Insurance	0	0	2,945	4,420	
6181	Compensation Insurance	0	0	3,840	4,090	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>407,710</u>	<u>450,435</u>	
6211	Communications	0	0	5,000	5,000	
6221	Training & Transportation	0	0	7,000	7,000	
6251	Other Agency Services	0	0	1,500	1,500	
6291	Other Contractual Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>	
6391	Operating Materials & Supplies	0	0	1,000	1,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	
6521	Insurance (Risk Management)	0	0	0	0	
6571	Building & Site Rental	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>422,210</u></u>	<u><u>464,935</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0190	Administrative Services Manager	0.22		0.22		
7410	Payroll Technician	3.00		3.00		
7415	Senior Payroll Technician*	1.00		1.00		
9070	Senior Clerical Aide	0.00	1.00	0.00	1.00	
	TOTAL	<u>4.22</u>	<u>1.00</u>	<u>4.22</u>	<u>1.00</u>	
<p><i>One (1) Payroll Systems Analyst funded thru the I.S. Strategic Plan Fund</i></p>						

GENERAL FUND

FINANCE & MANAGEMENT SERVICES
Purchasing

PROGRAM
11-173

Statement of Purpose

To effectively provide quality economical products and services to City departments which are promptly priced, purchased, provided, and paid.

This program provides centralized purchasing and accounts payable services for the City. Purchasing works with all City agencies to develop technical specifications, advertising and bidding procedures, and payment processing to ensure quality products and services are purchased while adhering to the City Charter and City Code requirements.

Accomplishments in FY 06-07 & FY 07-08

- * Modernized Purchasing Code to allow for e-Procurement
- * Updated Procurement Manual, posted on the intranet
- * Conducted training classes and updated policy manual; Part I on Agreements was presented to 121 employees in 5 sessions; Part II class on the Requisition to PO to Invoice Payment was presented to 186 employees in 11 sessions
- * Prepared Emergency Operations Center procedure manual for Procurement

Action Plan for FY 2008-09

- * Implement the Procurement module of the Lawson Financial and HR software
- * Assist in the implementation of the Financial module (A/P process) of the Lawson Financial and HR software
- * Conduct training sessions with departments on Procurement module
- * Conduct vendor training on vendor self service portal

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Purchase Orders processed/paid	5,636	4,678	4,423	4,423
Direct Payment Vouchers processed/paid	13,088	14,527	14,942	14,942
Invoices paid	48,414	48,563	47,761	47,761
Request for Council Action				
# Prepared	182	170	100	100
Dollar Volume	\$17,730,504	\$ 21,187,135	\$ 17,643,874	\$ 17,643,874

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Purchasing		Activity 173			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	561,543	596,931	665,845	722,475
6131	Salaries & Wages-Temporary	59,320	105,299	115,740	106,240
6141	Salaries & Wages-Overtime	13,762	14,764	14,435	14,435
6151	Retirement Plan	44,885	51,765	50,805	64,485
6161	Medicare Insurance	8,072	9,241	10,085	10,875
6171	Employees Insurance	52,188	74,606	79,170	92,065
6172	Retiree Health Insurance	3,650	4,771	6,660	10,115
6181	Compensation Insurance	8,669	9,097	9,465	10,165
6191	Other Personnel Services	14,785	5,694	4,900	4,900
	SUBTOTAL PERSONNEL	<u>766,872</u>	<u>872,167</u>	<u>957,105</u>	<u>1,035,755</u>
6211	Communications	10,476	10,474	11,585	11,585
6221	Training & Transportation	1,596	6,830	7,105	7,105
6251	Other Agency Services	714	1,321	3,030	3,030
6291	Other Contractual Services	52,715	1,143	0	0
	SUBTOTAL CONTRACTUAL	<u>65,501</u>	<u>19,768</u>	<u>21,720</u>	<u>21,720</u>
6391	Operating Materials & Supplies	8,850	9,397	14,000	14,000
	SUBTOTAL COMMODITIES	<u>8,850</u>	<u>9,397</u>	<u>14,000</u>	<u>14,000</u>
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6571	Building & Site Rental	44,750	47,540	49,915	53,410
	SUBTOTAL FIXED CHARGES	<u>51,720</u>	<u>54,930</u>	<u>57,750</u>	<u>61,245</u>
6641	Machinery & Equipment	1,748		0	0
6661	Computer Software	0		0	0
	SUBTOTAL CAPITAL	<u>1,748</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>894,691</u></u>	<u><u>956,262</u></u>	<u><u>1,050,575</u></u>	<u><u>1,132,720</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0190	Administrative Services Manager	0.43		0.43	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1340	Purchasing Supervisor	1.00		1.00	
1350	Buyer *	3.50		3.50	
7280	Senior Accounting Assistant	1.00		1.00	
7009	Accounts Payable Supervisor	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
0547	Purchasing Specialist	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9710	Purchasing Agent		0.00		1.00
9070	Senior Clerical Aide		1.00		1.00
9120	Data Entry Clerk		1.00		1.00
0270	Assistant Buyer (PTCS)		1.00		1.00
	TOTAL	<u>10.03</u>	<u>3.00</u>	<u>10.03</u>	<u>4.00</u>

* .50 of a Buyer is charged to the I.S. Strategic Plan fund.

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Treasury & Municipal Utility Services		11-175		
Statement of Purpose				
<p><i>To provide for the receipt, custody and investment of City funds in a prompt and courteous manner through sound and prudent policies.</i></p> <p>This program is responsible for the receipt, custody and recordation of all revenues, and for managing the City's investment portfolio and the debt service on City bond issues. Treasury staff bills and collects several of the City's major revenues such as business licenses, dog licenses, utility users tax, hotel visitor tax, paramedic subscriptions, and municipal utility user charges. Municipal Utility Services (MUS) staff handles water meter reading and water turn-ons and turn-offs.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implementation of on-line bill payment services for municipal utility services * Outsourced printing of municipal utility services bills. * Conducted analysis for selection and acquisition of new municipal utility services system. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement new municipal utility services system. * Implement recommendation for auditing program(s) to secure all revenues. * Complete analysis and make recommendations for implementation of on-line or electronic payment of licensing and taxing programs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of business tax accounts	25,108	25,759	25,800	25,800
# of hotel visitor's tax reports processed	483	-	483	483
# of dog licenses	11,634	12,404	12,500	12,500
# of MUS bills processed	273,130	267,055	273,000	273,000
# of water meters read	267,036	267,162	267,200	267,200
# of customers served at cashier counters	99,447	97,957	98,000	98,000
# of delinquent MUS accounts turned off	2,071	2,345	2,000	2,000
# of utility user tax remittances	2,460	-	2,500	2,500
# of utility user max tax accounts	44	43	45	45
# of paramedic payments processed	4,004	5,040	5,100	5,100
# of parking citations payments processed	14,800	14,446	14,500	14,500
# of MAR payments processed	10,039	10,892	10,900	10,900
Efficiency				
Average Meter Reader reads per day	550	550	550	550
Effectiveness				
% of payments received and processed same day	100%	0%	100%	100%
% of available funds invested	100%	0%	100%	100%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Treasury & Customer Service		Activity 175			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,302,555	1,353,550	1,574,430	1,672,255
6113	Salaries & Wages-Retirement	0	0	0	45,385
6131	Salaries & Wages-Temporary	167,295	168,167	192,865	225,670
6141	Salaries & Wages-Overtime	12,321	9,399	22,280	22,280
6151	Retirement Plan	102,288	110,013	136,065	148,930
6161	Medicare Insurance	18,075	18,654	21,900	23,840
6171	Employees Insurance	166,287	183,806	218,415	251,640
6172	Retiree Health Insurance	9,578	10,402	15,785	23,410
6181	Compensation Insurance	24,941	26,170	30,735	33,135
6191	Other Personnel Services	4,046	22,143	2,430	2,430
	SUBTOTAL PERSONNEL	1,807,386	1,902,306	2,214,905	2,448,975
6211	Communications	27,999	29,746	30,000	30,000
6221	Training & Transportation	3,255	4,301	5,295	5,295
6251	Other Agency Services	576	8,604	1,450	1,450
6281	M&R Machinery & Equipment	4,087	3,575	4,560	4,560
6291	Other Contractual Services	141,016	182,146	275,020	275,020
6294	Lease Payments	55,643	0	55,905	55,905
	SUBTOTAL CONTRACTUAL	232,576	228,372	372,230	372,230
6391	Operating Materials & Supplies	240,394	278,943	259,660	259,660
	SUBTOTAL COMMODITIES	240,394	278,943	259,660	259,660
6511	Equipment Rental, City	37,115	39,130	41,085	46,615
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6535	Customer Services	(1,618,625)	(1,639,180)	(1,809,020)	(1,935,650)
6571	Building & Site Rental	63,555	67,515	70,890	75,850
	SUBTOTAL FIXED CHARGES	(1,510,985)	(1,525,145)	(1,689,210)	(1,805,350)
6641	Machinery & Equipment	1,938	0	0	0
	SUBTOTAL CAPITAL	1,938	0	0	0
6771	Capitalized Lease Obligation	16,694	0	0	0
	SUBTOTAL DEBT SERVICE	16,694	0	0	0
	TOTAL	788,003	884,475	1,157,585	1,275,515

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1170	Treasury Manager	1.00		1.00	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1720	Management Analyst	1.00		1.00	
1870	Revenue & Contract Compliance Auditor	1.00		1.00	
7020	Treasury Services Supervisor	1.00		1.00	
1090	Revenue Supervisor	1.00		1.00	
1240	Business Tax Collector/Inspector	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
1220	Customer Service Representative	12.00	1.00	12.00	1.00
1210	Meter Reader Collector	5.00		5.00	
7680	Revenue Processing Assistant	1.00		1.00	
9780	Customer Service Clerk		4.00		6.00
9775	Municipal Utility Reader-Collector		1.00		1.00
9120	Data Entry Clerk		2.00		2.00
9050	Clerical Assistant		0.00		1.00
8600	Student Intern		1.00		0.00
	TOTAL	26.10	9.00	26.10	11.00

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Information Services		11-179		
Statement of Purpose				
<p><i>To provide timely and accurate management information; storage, retrieval, analysis of data employing microcomputers, servers and mainframe computers connected via local and wide area networks; and telephone facsimile services -- services all designed to improve the productivity and effectiveness of the City's operating departments.</i></p> <p>The Information Services division acts as an information center providing technology assistance to City departments in the design, development and implementation of the City's information management systems. Information Services staff support over 2000 plus end-users, 600 mainframe-based application programs, three client/server-based and three web-based Enterprise business systems; the City's wide area network with connection to the Internet; seven department local area networks; 120 servers in two data centers with 24 tera bytes of data capacity, 150+ managed network switches and routers, first/second line support to over 700/2100 microcomputer systems/devices, and 100 high speed data circuits.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * 100% on-time system performance for payroll/housing assistance/vendor checks, utility bills, and business licenses. * Provided management and administrative support of the Police Department's Data Center and the City's Data Center. * Support 67 Blackberry handheld devices and administer the City's Blackberry Enterprise Server. * Configured/supported Microsoft Mobile Data Devices for City Councilmembers and increasing number of City Executives. * Configured/installed 165 microcomputers, printers & scanners * Upgraded the Risk Management System. * Major upgrade to the Library's TLC system with enhanced functionality allowing staff to create their own reports. * Increased reliability and speed of wireless data network & upgraded data backup capabilities for more protection. * Continued to provide effective SPAM protection, reaching an average of 80% gross filtering rate, using a multi-vendor and multi-layered approach. * Provided infrastructure & support for both SAFD sponsored EOC and the SAPD Departmental Operations Center. * Increased wireless data usage to all marked Police cars and Fire apparatus. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide superior technology support to the City Councilmembers and City Executives. * Continue programming and computer operations support for key City business systems, including the payroll, financial, business license, and property information systems. * Support technology-based Homeland Security initiatives. * Continue efforts to proactively manage enterprise wide area network and local area networks to preclude downtime. * Manage network bandwidth to accommodate increasing computer-based activities as part of City operations. * Implement a Plan to upgrade Microsoft O/S and Office on City PCs to current version using the new EA. * Complete joint effort with SAPD to implement integrated Jail Management System. * Remodel the Data Center to provide reliable environmental infrastructure and to better utilize space. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total # of software systems maintained	51	51	52	53
# of mainframe-based software source and object code programs maintained	1,380	1,380	1,380	1,380
# of mobile data access devices supported:				
Mobile email devices / mobile computing devices		150 / 202	150 / 250	150 / 300
Volume of data stored and managed	26 TB	43 TB	52 TB	60 TB
# of networked devices supported: first + second level	2,133	2,133	2,200	2,200
# of domains/network subnets supported	3/165	4/158	2/170	2/180
# of micro computer service requests	1,750	1,309	1,479	1,500
Efficiency: Network uptime percentage	99.95%	99.95%	99.99%	99.99%

GENERAL FUND

FINANCE & MANAGEMENT SERVICES		FUND 11			
Information Services		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	829,705	829,426	975,645	914,555
6141	Salaries & Wages-Overtime	1,220	2,737	36,000	16,000
6151	Retirement	64,811	67,212	80,140	76,825
6161	Medicare Insurance	10,960	10,877	13,240	12,295
6171	Employees Insurance	84,431	87,434	109,965	89,345
6172	Retiree Health Insurance	6,405	6,819	9,755	12,805
6181	Compensation Insurance	10,722	11,322	13,750	13,310
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,008,253</u>	<u>1,015,827</u>	<u>1,238,495</u>	<u>1,135,135</u>
6211	Communications	41,965	45,189	61,230	61,230
6221	Training & Transportation	9,170	2,241	41,225	41,225
6251	Other Agency Services	1,807	544	7,720	3,845
6291	Other Contractual Services	241,863	236,794	465,630	465,630
	SUBTOTAL CONTRACTUAL	<u>294,805</u>	<u>284,767</u>	<u>575,805</u>	<u>571,930</u>
6391	Operating Materials & Supplies	31,811	23,254	30,500	30,500
	SUBTOTAL COMMODITIES	<u>31,811</u>	<u>23,254</u>	<u>30,500</u>	<u>30,500</u>
6511	Equipment Rental, City	18,600	1,475	0	0
6521	Insurance (Risk Management)	6,970	7,390	7,835	7,835
6534	Charges to Other Departments	(430,560)	(430,560)	(430,560)	(430,560)
6571	Building & Site Rental	86,740	92,145	96,750	103,525
	SUBTOTAL FIXED CHARGES	<u>(318,250)</u>	<u>(329,550)</u>	<u>(325,975)</u>	<u>(319,200)</u>
6641	Machinery & Equipment	13,854	0	0	0
6661	Computer Software	4,665	0	0	0
	SUBTOTAL CAPITAL	<u>18,519</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>1,035,138</u>	<u>994,299</u>	<u>1,518,825</u>	<u>1,418,365</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0960	Information Services Manager	0.25		0.25	
1180	Assistant Director of Finance & Mgmt Svcs	0.10		0.10	
1330	Computer Operations Coordinator	1.00		0.00	
2660	Applications Systems Manager	0.95		0.00	
	Applications/Tech Support Manager	0.00		0.95	
2630	Principal Programmer Analyst	7.00		6.00	
0020	Micro Systems Technician	1.00		1.00	
1440	Computer Operator	1.00		1.00	
2670	Information Services Representative	0.50		0.00	
	TOTAL	<u>11.80</u>		<u>9.30</u>	

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

LIBRARY				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-212 Community Library Services-Adult Program	1,160,878	1,289,679	1,493,055	1,588,660
11-213 Community Library Services-Youth Program	1,099,175	988,508	1,517,575	1,536,825
11-214 Administration & Support Services	732,224	706,614	981,780	969,910
11-215 Outreach Library Services	11,500	3,410	0	0
11-216 Technology & Support Services	1,016,500	1,007,592	1,237,490	1,173,960
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	2,500,586	2,563,433	3,696,210	3,935,650
6200 Contractual	551,341	541,712	635,910	547,905
6300 Commodities	60,640	87,356	124,360	107,125
6500 Fixed Charges	327,808	333,727	473,615	385,170
6600 Capital	579,903	469,575	299,805	293,505
TOTAL	<u>4,020,278</u>	<u>3,995,802</u>	<u>5,229,900</u>	<u>5,269,355</u>
Class Code AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
	Full Time	Part Time	Full Time	Part Time
5190 Library Director	1.00		1.00	
5120 Assistant Library Director	1.00		1.00	
6650 Library Outreach Manager	1.00		1.00	
1720 Management Analyst	1.00		1.00	
5111 Supervising Librarian	4.00		4.00	
5109 Senior Librarian	14.00		14.00	
7330 Senior Office Assistant	1.00		1.00	
5100 Senior Library Technician (T) *	1.00		1.00	
7010 Accounting Assistant	1.00		1.00	
5080 Library Technician	5.00		5.00	
5060 Senior Library Services Assistant	1.00		1.00	
5055 Supervising Library Services Assistant	3.00		3.00	
5050 Library Services Assistant	3.00		3.00	
5140 Library Specialist	1.00		1.00	
7440 Library Aide	1.00		1.00	
5180 Assistant Librarian (PTCS)		0.00		4.00
5080 Library Technician (PTCS)		0.00		1.00
9180 Librarian / PT		1.00		1.00
8170 Senior Library Assistant		1.00		1.00
9190 Library Assistant		3.00		4.00
9210 Library Clerk II		0.00		1.00
9200 Library Clerk I		11.00		11.00
8410 Senior Tutor		17.00		11.00
8420 Tutor		7.00		7.00
9290 Library Page		10.00		8.00
TOTAL	<u>39.00</u>	<u>50.00</u>	<u>39.00</u>	<u>49.00</u>
* Upon vacancy, position converts to Assistant Librarian				

GENERAL FUND

LIBRARY	PROGRAM			
Adult Services	11-212			
Statement of Purpose				
<i>To provide a variety of timely materials, quality information and services that are useful and promote learning and enjoyment for adults in Santa Ana's ethnically diverse population.</i>				
<p>Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan. Adult Services staffs & maintains the Santa Ana History Room, which collects and makes available to the public materials & information on Santa Ana, Orange County, and California History. This division also provides book selection & delivery services to Shut-In residents of Santa Ana. Adult Services coordinates programs with Youth Services & Technology & Support Services.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Began to reorganize and rationalize the Santa Ana History Room to make information readily available to patrons. * Added two online databases and increased the access to magazine & newspaper articles. * Improve staff efficiency and public service by transferring Passport Acceptance duties to clerical staff, and increasing hours of service by 3hrs per week. * Improved collection by evaluating 20% of 137,108 items and removing/replacing 6% of outdated/damaged materials. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to plan for and implement the rationalization of the finding aids for the Santa Ana History Room. * Design and construct a space for Young Adult patrons to gather and study. * Integrate the management of collections and programs for patrons 14-18 into Adult Services. * Improve service to patrons by staffing the Santa Ana History Room an additional 10 hours per week. * Improve service to Santa Ana teens by providing increased and enhanced programming and mentoring. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
Adult/YA materials loaned	104,372	109,641	104,210/49,165	114,631/54,082
Adult materials read in library (new stat)	N/A	52,480/18,714	67,107/18,830	72,000/22,000
Materials added	4,946	7,174	9,460	10,000
Information requests	38,509	28,275	30,096	35,000
Items deleted (new stat)	N/A	24,869	10,548	12,500
Periodical/Microfilm use	14,182/200	9,933/872	14,113/1,537	15,000/1700
Class/Tours Visits and Attendance	8/200	7/195	10/212	12/250
Tours/Attendance *FY 06-07 Stats combined above	18/450	N/A	N/A	N/A
New Adult Library cards issued	6,228	7,001	8001	9000
Computer Workshops/Attendance	18/121	40/253	39/202	42/250
Shut Ins stops/Materials loaned	160/350	N/A	NA	NA
Shut Ins volunteers/Hours	18/750	10/496	10/175	10/200
Volunteer Services system-wide volunteers/Hours	190/3408	194/8088	160/6199	175/7200
Efficiency				
Cost per item loaned in Adult Services	\$11.06	\$11.76	\$9.73	\$9.41
Effectiveness				
Percent of adults holding library cards	22.0%	22.0%	24.0%	25.0%
*Previous data in account 11-215				

GENERAL FUND

LIBRARY		FUND			
Adult Services		Activity			
		11			
		212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	593,154	615,746	755,200	809,640
6131	Salaries & Wages-Temporary	48,549	79,816	92,340	124,335
6141	Salaries Overtime	256	0	0	0
6151	Retirement Plan	47,446	52,339	65,260	72,670
6161	Medicare Insurance	6,818	7,471	9,925	11,030
6171	Employees Insurance	76,459	82,444	106,895	106,895
6172	Retiree Medical Insurance	4,360	4,935	7,550	11,335
6181	Compensation Insurance	4,022	4,412	5,850	6,160
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>781,064</u>	<u>847,163</u>	<u>1,043,020</u>	<u>1,142,065</u>
6211	Communications	5,876	5,391	7,550	6,550
6221	Training & Transportation	603	2,163	650	1,650
6251	Other Agency Services	53,766	72,899	76,410	74,410
6291	Other Contractual Services	37	294	0	0
	SUBTOTAL CONTRACTUAL	<u>60,282</u>	<u>80,747</u>	<u>84,610</u>	<u>82,610</u>
6391	Operating Materials and Supplies	7,341	19,113	20,395	10,395
	SUBTOTAL COMMODITIES	<u>7,341</u>	<u>19,113</u>	<u>20,395</u>	<u>10,395</u>
6521	Insurance (Risk Management)	8,830	9,360	9,920	9,920
6571	Building & Site Rental	122,335	129,955	137,955	146,515
	SUBTOTAL FIXED CHARGES	<u>131,165</u>	<u>139,315</u>	<u>147,875</u>	<u>156,435</u>
6641	Machinery & Equipment	3,231	0	0	0
6651	Books, Records & Video	177,796	203,341	197,155	197,155
	SUBTOTAL CAPITAL	<u>181,027</u>	<u>203,341</u>	<u>197,155</u>	<u>197,155</u>
	TOTAL	<u><u>1,160,878</u></u>	<u><u>1,289,679</u></u>	<u><u>1,493,055</u></u>	<u><u>1,588,660</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		1.00	
5109	Senior Librarian	6.00		7.00	
5080	Library Technician	1.00		1.00	
5060	Senior Library Services Assistant	1.00		1.00	
5140	Library Specialist	1.00		1.00	
7440	Library Aide	1.00		1.00	
5080	Library Technician (PTCS)		0.00		1.00
9180	Librarian / PT		1.00		1.00
9190	Library Assistant		1.00		0.00
9200	Library Clerk I		4.00		4.00
	TOTAL	<u>12.00</u>	<u>6.00</u>	<u>12.00</u>	<u>6.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Youth Services		11-213		
Statement of Purpose				
<p><i>To provide timely materials and quality programs to meet the educational, recreational, and cultural needs of youth, from infancy through high school, to promote early literacy, enhance academic success and expand personal growth.</i></p> <p>This program provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites & on the Bookmobile; technology & workshops for students & parents; storytime and educational / cultural programming for families; school visits and library tours. These services are provided in coordination with Adult Services, the Santa Ana Unified School District, and other educational institutions & community agencies.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Implemented a full-service after-school homework help and tutoring program to assist students with academic needs. * Provided eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Provided bi-weekly Children's book club discussions at the Newhope Library Learning Center. * Provided two seasonal reading incentive programs (Summer & Spring) at both sites. * Provided computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Provided cultural and educational programming for Santa Ana children and families throughout the year. * Continued outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Established bookmobile services at Friendship Park & Valley High School * Visited six Head Start Preschools and organize Early Literacy Fair for teachers, parents, and children to promote library programs & services. * Provided reading and computer workshops for parents to learn how to help their children read, use computers & library resources to succeed in school. * Collaborated with three Santa Ana High schools (Valley, Century, & Saddleback) to provide library materials to K-8 students in those neighborhoods. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue conducting eight weekly storytimes at both the Main Library and at the Newhope Library Learning Center. * Continue providing two seasonal reading incentive programs. * Continue offering the after-school homework help and tutoring program to assist students with academic needs. * Continue providing computer & Internet access, electronic interactive reading tools, & weekly computer workshops for PreS-8th students. * Continue providing monthly and weekly cultural and educational programming (during summer reading) for Santa Ana children and families. * Continue outreach effort to Santa Ana schools and community agencies to promote library resources, programs, and services. * Continue conducting the Children's book club at the Newhope Library. * Continue providing workshops for parents to learn how to help their children use library resources and to succeed in school. * Collaborate with three elementary schools to promote reading at these schools' monthly Family Reading Nights. * Provide parents and child care providers with ready "Early Literacy" kits that include books and audiovisual materials on various early childhood topics. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Youth Materials Loaned	318,034	314,012	300,149	330,164
Information requests	24,761	21,705	25,564	28,120
Preschool age programs/Attendance	170/4,542	140/3,810	148/3735	155 / 3500
School age programs/Attendance	430 / 15,250	570/21,677	390 / 15640	408 / 16422
Class tours conducted/Attendance	110/1,560	100/2,550	90 / 2502	120 / 3127
School visits/Attendance	60/4,983	57/4,135	45 / 4265	50 /4691
New library cards issued	9,253	9,961	8,182	9,000
Youth Materials Added	25,898	21,604	22,500	24,750
Students registered in Learning Centers/Attendance	3,238/25,039	3,080/15,700	3576 / 25639	7204 / 27106
Efficiency				
Cost per item loaned in Youth Services	\$3.45	\$3.14	\$5.05	\$4.65
Effectiveness				
Percent of youths holding library cards	43.0%	49.0%	30.0%	29.0%

GENERAL FUND

LIBRARY		FUND			11
Youth Services		Activity			213
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	352,571	351,626	673,530	834,100
6131	Salaries & Wages-Temporary	162,583	124,626	388,805	227,615
6141	Salaries & Overtime	490	0	55,325	0
6151	Retirement Plan	33,270	35,031	13,610	78,190
6161	Medicare Insurance	3,841	3,103	11,640	11,340
6171	Employees Insurance	47,719	48,734	95,850	118,875
6172	Retiree Medical Insurance	2,357	2,422	6,735	11,675
6181	Compensation Insurance	4,907	4,688	8,220	9,685
	SUBTOTAL PERSONNEL	<u>607,737</u>	<u>570,230</u>	<u>1,253,715</u>	<u>1,291,480</u>
6211	Communications	5,397	13,171	17,920	14,920
6221	Training & Transportation	1,711	3,797	1,700	6,000
6251	Other Agency Services	3,808	2,685	4,000	4,000
6291	Other Contractual Services	4,304	5,093	6,410	0
	SUBTOTAL CONTRACTUAL	<u>15,220</u>	<u>24,747</u>	<u>30,030</u>	<u>24,920</u>
6391	Operating Materials and Supplies	13,665	27,976	49,165	41,930
	SUBTOTAL COMMODITIES	<u>13,665</u>	<u>27,976</u>	<u>49,165</u>	<u>41,930</u>
6511	Equipment Rental, City	24,505	22,760	24,505	24,805
6521	Insurance (Risk Management)	3,100	3,285	4,525	4,525
6534	Information Service Charges	0	0	5,000	0
6571	Building & Site Rental	68,975	73,275	77,790	82,620
	SUBTOTAL FIXED CHARGES	<u>96,580</u>	<u>99,320</u>	<u>111,820</u>	<u>111,950</u>
6641	Machinery & Equipment	5,860	0	0	0
6651	Books, Records & Video	360,113	263,147	57,845	57,845
6661	Computer Software	0	2,280	15,000	8,700
6661-1	Computer Software Exp	0	808	0	0
	SUBTOTAL CAPITAL	<u>365,973</u>	<u>266,235</u>	<u>72,845</u>	<u>66,545</u>
	TOTAL	<u>1,099,175</u>	<u>988,508</u>	<u>1,517,575</u>	<u>1,536,825</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	2.00		2.00	
5109	Senior Librarian	7.00		7.00	
5055	Supervising Library Services Assistant	1.00		1.00	
5080	Library Technician	3.00		3.00	
5180	Assistant Librarian (PTCS)		0.00		3.00
8170	Senior Library Assistant		1.00		1.00
9200	Library Clerk I		1.00		0.00
9210	Library Clerk II		0.00		1.00
8410	Senior Tutor		17.00		11.00
8420	Tutor		1.00		1.00
	TOTAL	<u>13.00</u>	<u>20.00</u>	<u>13.00</u>	<u>17.00</u>

GENERAL FUND

LIBRARY
Administration Services

PROGRAM
11-214

Statement of Purpose

To provide responsible and effective administrative support for Library public services to allow program delivery to the community in a timely, efficient, and effective manner.

This program develops & monitors the budget and quality issues of the department and insures the efficiency and the effectiveness of library operation. Administrative functions such as Purchasing, Department Personnel & Payroll are controlled by this division. Administration Services provides the staff support to the Library Board.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is responsible for all administrative matters for the Library; consists of the Library Director, Management Analyst, and supporting staff.

ADULT SERVICES

Adult Services provides information via phone and to the walk-in public. Patrons are assisted in material selection and the use of library resources and services. This division also evaluates library materials for purchase and remove in accord with the collection development plan.

YOUTH SERVICES

Youth Services provides advisory, information and reference services for children, youth, parents, teachers and adults at both library sites. It also offers technology workshops for students & parents; storytime and educational/cultural programming for families; school visits and library tours.

TECHNOLOGY & SUPPORT SERVICES

Technology and Support Services maintains the electronic and technical resources of the library. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

GENERAL FUND

LIBRARY					FUND	11
Administration Services					Activity	214
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	259,621	243,416	287,140	414,305	
6131	Salaries & Wages-Temporary	15,428	29,925	47,990	45,510	
6141	Salaries Overtime	48	0	0	0	
6151	Retirement Plan	20,027	19,748	21,000	33,900	
6161	Medicare Insurance	3,994	3,999	1,680	6,665	
6171	Employees Insurance	18,249	16,431	4,175	23,330	
6172	Retiree Medical Insurance	1,999	2,253	18,645	5,025	
6181	Compensation Insurance	5,303	5,619	2,745	18,545	
6191	Other Personnel Services	2,386	3,009	5,895	3,125	
	SUBTOTAL PERSONNEL	<u>327,057</u>	<u>324,400</u>	<u>389,270</u>	<u>550,405</u>	
6201	Utilities	112,480	139,395	106,515	136,795	
6211	Communications	20,590	17,506	16,885	16,885	
6219	Conferences & Conventions	0	0	0	0	
6221	Training & Transportation	30,692	29,047	32,480	9,805	
6231	Advertising	244	0	500	500	
6251	Other Agency Services	4,757	8,326	4,265	4,265	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	93,957	86,351	184,295	95,795	
	SUBTOTAL CONTRACTUAL	<u>262,721</u>	<u>280,625</u>	<u>344,940</u>	<u>264,045</u>	
6312	Postage/Printing	258	712	0	0	
6391	Operating Materials and Supplies	18,925	12,315	16,130	16,130	
	SUBTOTAL COMMODITIES	<u>19,183</u>	<u>13,027</u>	<u>16,130</u>	<u>16,130</u>	
6511	Equipment Rental, City	5,960	5,960	5,960	5,960	
6521	Insurance (Risk Management)	2,220	2,355	2,495	2,495	
6534	Information Service Charges	44,388	36,327	146,560	51,560	
6571	Building & Site Rental	41,350	43,920	46,620	49,510	
	SUBTOTAL FIXED CHARGES	<u>93,918</u>	<u>88,562</u>	<u>201,635</u>	<u>109,525</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
6771	Capitalized Lease Obligations	29,345	0	29,805	29,805	
	SUBTOTAL CAPITAL	<u>29,345</u>	<u>0</u>	<u>29,805</u>	<u>29,805</u>	
	TOTAL	<u><u>732,224</u></u>	<u><u>706,614</u></u>	<u><u>981,780</u></u>	<u><u>969,910</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5190	Executive Library Director	1.00		1.00	
5120	Assistant Library Director	1.00		1.00	
5069	Library Outreach Manager	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9200	Library Clerk I		1.00		1.00
	TOTAL	<u>6.00</u>	<u>1.00</u>	<u>6.00</u>	<u>1.00</u>

GENERAL FUND

LIBRARY		PROGRAM		
Outreach Services & Community History		11-215		
Statement of Purpose				
<p><i>To provide library services and programs within our highly diverse and multi-cultural neighborhoods and develop book collections, resources and services to attract and retain new library users.</i></p> <p>Bookmobiles provide mobile library services to children, adolescents and adults; Service to Shut-Ins serves the homebound, elderly, physically challenged and institutionalized; Volunteer Services recruits and coordinates library volunteer activities; Santa Ana History Room maintains a specialized collection of local history and provides opportunities for residents to explore history through workshops, presentations, and guided research.</p>				
Accomplishments in FY 06-07				
<p>Action Plan for FY 2007-2008</p> <p>**Due to organizational changes this account will be retired as of June 31, 2005 **Programs and services will be delivered by Youth Services (11-213) and Adult Services (11-212)</p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Outreach materials added	5,000	N/A	N/A	N/A
Bookmobile tours/Attendance	60/120	N/A	N/A	N/A
Bookmobile materials loaned	40,000	N/A	N/A	N/A
Bookmobile new library card issued	1,100	N/A	N/A	N/A
Bookmobile patron visits	40,000	N/A	N/A	N/A
Bookmobile services hours	1,120	N/A	N/A	N/A
Bookmobile services stops	500	N/A	N/A	N/A
Bookmobile storytimes + program/Attendance	4/400	N/A	N/A	N/A
Shut-Ins Services stops/materials loaned	520/5,000	N/A	N/A	N/A
Shut-Ins volunteer/hours	200/700	N/A	N/A	N/A
Volunteer Services system wide-volunteers/hours	900/3,630	N/A	N/A	N/A
Efficiency				
Cost per item loaned in Outreach Services	\$3.91	N/A	N/A	N/A

GENERAL FUND

LIBRARY					FUND 11
Outreach Services & Community History					Activity 215
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,312	2,883	0	0
6131	Salaries & Wages-Temporary	692	237	0	0
6151	Retirement Plan	(223)	0	0	0
6161	Medicare Insurance	(4)	40	0	0
6171	Employees Insurance	7	231	0	0
6172	Retiree Medical Insurance	(5)	0	0	0
6181	Compensation Insurance	4	17	0	0
	SUBTOTAL PERSONNEL	<u>1,782</u>	<u>3,410</u>	<u>0</u>	<u>0</u>
6201	Utilities	0	0	0	0
6211	Communications	9,132	0	0	0
6221	Training & Transportation	75	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>9,207</u>	<u>0</u>	<u>0</u>	<u>0</u>
6391	Operating Materials and Supplies	185	0	0	0
	SUBTOTAL COMMODITIES	<u>185</u>	<u>0</u>	<u>0</u>	<u>0</u>
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6571	Building & Site Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6651	Books, Records & Video	327	0	0	0
	SUBTOTAL CAPITAL	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>11,500</u></u>	<u><u>3,410</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5111	Supervising Librarian	0.00		0.00	
5109	Senior Librarian	0.00		0.00	
5110	Librarian	0.00		0.00	
5100	Senior Library Technician	0.00		0.00	
5180	Assistant Librarian	0.00		0.00	
7520	Bookmobile Operator	0.00		0.00	
5050	Library Services Assistant	0.00		0.00	
5180	Assistant Librarian (PTCS)		0.00		0.00
9180	Librarian / PT		0.00		0.00
8170	Senior Library Assistant		0.00		0.00
9200	Library Clerk I		0.00		0.00
9210	Library Clerk II		0.00		0.00
	TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

****Due to organizational changes this account will be retired as of June 31, 2006**

****Programs and services will be delivered by Youth Services (11-213) & Adult Services (11-212)**

GENERAL FUND

LIBRARY
Technology and Support Services

PROGRAM
11-216

Statement of Purpose

To provide public access to electronic resources and print materials through efficient use of technological advances, training, processing, and lending procedures.

Technology and Support Services maintains the electronic and technical resources of the library including the web site, periodical databases, online catalog, and adult computer laboratory. It offers public and staff training to enhance computer skills. This program also orders, catalogs and processes materials requested by Adult Services and Youth Services. In addition, it is responsible for maintaining records of materials loaned, issuing library cards, and maintaining the availability of books on the shelves for patron use.

Accomplishments in FY 07-08

- * Improved efficiency of the Computer Lab by implementing a sign-up program with Library's catalog and circulation system.
- * Assisted in the planning and implementation of library's technology-rich Homework Center for Santa Ana's Youth.
- * Improved effectiveness of the Computer Lab by creating and distributing a manual to guide lab tutors in assisting users.

Action Plan for FY 2008-2009

- * Continue to develop and improve internal communication through the Library's Intranet
- * Improve technology training for patrons by revising the curriculum through a customer survey.
- * Improve service to internal customers by providing additional troubleshooting service for staff PC's/

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of items in system	304,513	316,157	357,181	392,899
Number of registered patrons	131,065	116,049	118,554	125,000
Number of library visits by patrons to fixed facilities	465,055	462,255	538,787	618,000
Number of books materials loaned	398,013	386,063	399,006	422,000
Number of audio recordings loaned	21,516	28,148	31,728	51,000
Number of video/DVD recordings loaned	43,639	48,330	59,202	70,000
Online Database Searches	14,382	16,514	13,397	15,000
Computer Workshops/Attendance	242	N/A	N/A	N/A
Public computer usage: patron sign-ins (new stat)	N/A	10,800	14,182	16,000
Online catalog searches (new stat)	N/A	634,438	1,269,801	15,000,000
Number of new items added to collection (new stat)	N/A	18,473	18,830	22,000
Efficiency				
Overall library cost per loan	\$8.67	\$8.63	\$10.67	\$9.70
Cost per item loaned in Technology & Support Services	\$1.39	\$1.46	\$1.78	\$1.45
Cost per item loaned in Technical Services	\$0.79	\$0.71	\$0.74	\$0.70
Effectiveness				
Achieve ratio 1:8 new books (items) per capita	N/A	1:19	1:19	1:16
Achieve ratio of 2:1 total books per capita	1.31:1	1.41:1	1.42:1	1.43:1
Library card holders as % of Santa Ana residents (Goal is to reach 60%)	37%	32%	33%	35%

GENERAL FUND

LIBRARY					FUND	11
Technology and Support Services					Activity	216
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	356,716	345,430	433,240	432,865	
6131	Salaries & Wages-Temporary	312,282	353,257	409,620	360,745	
6141	Salaries Overtime	245	0	0	0	
6151	Retirement Plan	32,422	32,488	49,920	49,240	
6161	Medicare Insurance	7,862	8,129	10,355	9,170	
6171	Employees Insurance	66,809	72,227	97,285	88,085	
6172	Retiree Medical Insurance	2,428	2,556	4,330	6,060	
6181	Compensation Insurance	4,102	4,142	5,455	5,535	
6191	Other Personnel Services	79	0	0	0	
	SUBTOTAL PERSONNEL	<u>782,947</u>	<u>818,230</u>	<u>1,010,205</u>	<u>951,700</u>	
6211	Communications	510	850	5,625	5,625	
6221	Training & Transportation	360	1,426	350	350	
6251	Other Agency Services	325	160	0	0	
6291	Other Contractual Services	202,717	153,157	170,355	170,355	
	SUBTOTAL CONTRACTUAL	<u>203,912</u>	<u>155,593</u>	<u>176,330</u>	<u>176,330</u>	
6391	Operating Materials and Supplies	20,266	27,240	38,670	38,670	
	SUBTOTAL COMMODITIES	<u>20,266</u>	<u>27,240</u>	<u>38,670</u>	<u>38,670</u>	
6521	Insurance (Risk Management)	1,045	1,110	1,175	1,175	
6571	Building & Site Rental	5,100	5,420	11,110	6,085	
	SUBTOTAL FIXED CHARGES	<u>6,145</u>	<u>6,530</u>	<u>12,285</u>	<u>7,260</u>	
6641	Machinery & Equipment	3,231	0	0	0	
	SUBTOTAL CAPITAL	<u>3,231</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,016,500</u></u>	<u><u>1,007,592</u></u>	<u><u>1,237,490</u></u>	<u><u>1,173,960</u></u>	
**Previous data in account 11-214						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
5111	Supervising Librarian	0.00		1.00		
5109	Senior Librarian	1.00		0.00		
5055	Supervising Library Services Assistant	2.00		2.00		
5100	Senior Library Technician (T) *	1.00		1.00		
5080	Library Technician	1.00		1.00		
5050	Library Services Assistant	3.00		3.00		
5180	Assistant Librarian (PTCS)		0.00		1.00	
9190	Library Assistant		2.00		4.00	
9200	Library Clerk I		5.00		6.00	
8420	Tutor		6.00		6.00	
9290	Library Page		10.00		8.00	
	TOTAL	<u><u>8.00</u></u>	<u><u>23.00</u></u>	<u><u>8.00</u></u>	<u><u>25.00</u></u>	
* Upon vacancy, position converts to Assistant Librarian						

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

BOWERS MUSEUM CORPORATION

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-221 Museum Operations	1,735,954	2,677,671	2,020,530	2,015,545
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel *	0		0	0
6251 Contractual - Other Agency Services	6,500	7,137	7,135	7,565
6521 Fixed Charges - Insurance	40,310	42,730	45,295	45,295
6631 Capital - Improvements Other than Buildings	351,474	1,000,309	100,000	47,300
6933 Payments to Sub-agents	1,337,670	1,627,495	1,868,100	1,915,385
TOTAL	<u>1,735,954</u>	<u>2,677,671</u>	<u>2,020,530</u>	<u>2,015,545</u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
<p><i>* In accordance with the agreement between the City of Santa Ana and the Bowers Museum Corporation, authorized City staff who were assigned to the Museum, were transitioned to employment with the Museum in FY 87-88.</i></p>				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-231 Administrative Services	1,608,231	1,875,329	2,053,015	2,112,220
11-232 Community Affairs	1,134,938	1,218,150	1,365,000	1,516,285
11-244 Stadium	211,898	213,237	203,475	233,100
11-247 Santa Ana Zoo at Prentice Park	1,965,804	1,737,242	2,025,400	2,207,185
11-250 Park Maintenance	3,615,953	4,599,312	4,642,190	5,591,495
11-251 Park Ranger Program	335,380	474,292	556,660	602,355
11-260 Park Building Services	634,667	1,192,779	731,105	344,165
11-275 Recreation	2,404,453	2,760,555	3,243,275	3,488,045
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,364,482	8,298,570	9,623,435	10,508,820
6200 Contractual	2,559,522	3,011,145	2,994,955	3,252,685
6300 Commodities	629,822	768,395	641,945	762,155
6500 Fixed Charges	1,252,580	1,407,325	1,508,695	1,520,090
6600 Capital	54,607	585,463	0	0
6700 Debt Service	50,310	0	51,090	51,100
TOTAL	<u>11,911,324</u>	<u>14,070,896</u>	<u>14,820,120</u>	<u>16,094,850</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5400	Executive Director, Parks, Rec & Com Svcs.	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
4350	Park Superintendent	1.00		1.00	
5380	Recreation Superintendent	1.00		1.00	
5480	Zoo Manager	1.00		1.00	
1825	Community Affairs Manager	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	4.00		4.00	
7280	Senior Accounting Assistant	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
1720	Management Analyst	1.00		1.00	
1200	Management Aide	1.00		1.00	
01850w	Contracts Administrator	1.00		1.00	
1040	Associate Parks and Landscape Planner	1.00		1.00	
0280	Assistant Parks/Landscape Planner	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5470	Zoo Animal Registrar	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PARKS, RECREATION AND COMMUNITY SERVICES

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5360	Recreation Supervisor	5.00		5.00	
5330	Recreation Program Coordinator	12.00		12.00	
5310	Recreation Leader	4.00		4.00	
5550	Park Naturalist	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	6.00		6.00	
4100	Park Maintenance Worker	16.00		16.00	
4860	Park Maintenance Aide	3.00		3.00	
1010	General Maintenance Supervisor	1.00		1.00	
4190	General Maintenance Leader	2.00		2.00	
4180	General Maintenance Worker	6.00		6.00	
3610	Park Ranger	2.00		2.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9090	Clerk Typist II		0.00		2.00
9060	Clerical Aide		11.00		4.00
9050	Clerical Assistant		1.00		1.00
9100	Community Center Aide		2.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9160	Graphics Aide		0.00		1.00
9230	Maintenance Aide II		31.00		21.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
9300	Park Maintenance Assistant		0.00		24.00
8160	Program Coordinator		19.00		28.00
9350	Program Leader I		24.00		10.00
9360	Program Leader II		44.00		44.00
3610	PT Park Ranger		6.00		7.00
7470	PT Supervising Park Ranger		2.00		3.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		2.00		9.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		20.00		38.00
9430	Special Events Leader I		4.00		4.00
9440	Special Events Leader II		2.00		1.00
	TOTAL GENERAL FUND	<u>99.00</u>	<u>184.00</u>	<u>99.00</u>	<u>222.00</u>
	SECTION 5 SPECIAL REVENUE				
74-242	Civic Center Maintenance	<u>9.00</u>	<u>4.00</u>	<u>9.00</u>	<u>4.00</u>
		9.00	4.00	9.00	4.00
	TOTAL NON GRANT POSITIONS	<u>108.00</u>	<u>188.00</u>	<u>108.00</u>	<u>226.00</u>
	PENDING GRANT FUNDING				
169-263	Families & Communities Together	<u>2.00</u>	<u>6.00</u>	<u>2.00</u>	<u>2.00</u>
		2.00	6.00	2.00	2.00
	TOTAL ALL FUNDING SOURCES	110.00	194.00	110.00	228.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Administrative Services

PROGRAM
11-231

Statement of Purpose

To provide management and fiscal support to Parks, Recreation and Community Services Agency.

SERVICE PROGRAM

This division is responsible for the management, administration, and other support services that enable the agency to carry out its mission, goals and objectives. This division seeks to transform the agency into a catalyst for enriching the community's quality of life by developing services aimed at youth development, arts and culture; leisure, recreation, and community services; providing well-maintained parks, trails, and recreation facilities; and by sustaining opportunities for community partnerships and participation.

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Administrative Services		Activity 231			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	841,333	969,139	1,091,285	1,071,760
6131	Salaries & Wages-Temporary	95,764	138,628	111,290	123,025
6141	Salaries & Wages-Overtime	14,221	8,890	16,300	16,300
6151	Retirement Plan	67,806	80,322	93,815	94,640
6161	Medicare Insurance	11,014	13,139	12,185	11,715
6171	Employees Insurance	94,467	109,929	140,000	143,595
6172	Retiree Medical Insurance	6,670	8,171	10,690	15,005
6181	Compensation Insurance	14,470	17,884	33,425	33,080
6191	Other Personnel Services	50,945	22,603	2,700	2,700
	SUBTOTAL PERSONNEL	1,196,690	1,368,705	1,511,690	1,511,820
6211	Communications	43,060	46,270	43,800	43,800
6221	Training & Transportation	35,691	37,081	30,380	6,030
6251	Other Agency Services	2,126	20,841	40,880	40,880
6291	Contractual Services	20,105	75,816	89,815	173,155
6294	Lease Payments	182,795	179,314	184,450	184,450
	SUBTOTAL CONTRACTUAL	283,777	359,322	389,325	448,315
6311	Office Supplies	117	558	0	0
6391	Operating Materials & Supplies	47,331	64,105	80,675	80,675
	SUBTOTAL COMMODITIES	47,448	64,663	80,675	80,675
6511	Equipment Rental, City	4,810	6,615	7,270	7,355
6521	Insurance (Risk Management)	57,010	60,430	64,055	64,055
	SUBTOTAL FIXED CHARGES	61,820	67,045	71,325	71,410
6631	Improvement other than Bldg		14,692	0	0
6641	Machinery & Equipment	15,318	0	0	0
6661	Computer Software	1,768	0	0	0
6661	1 Comp Software Exp	1,410	903	0	0
	SUBTOTAL CAPITAL	18,496	15,595	0	0
	TOTAL	1,608,231	1,875,329	2,053,015	2,112,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7010	Accounting Assistant	1.00		1.00	
0190	Administrative Services Manager	1.00		1.00	
0380	Assistant Director	1.00		1.00	
0280	Assistant Park/Landscape Planner	1.00		1.00	
1040	Associate Park/Landscape Planner	1.00		1.00	
01850w	Contract Service Administrator	1.00		1.00	
5400	Executive Director, Parks, Rec & Com. Svcs.	1.00		1.00	
7400	Executive Secretary	1.00		1.00	
1200	Management Aide	1.00		1.00	
1720	Management Analyst	1.00		1.00	
5540	Park and Landscape Design Manager	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	2.00		2.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
9041	Account Clerk I		1.00		2.00
9770	Administrative Aide		1.00		2.00
9160	Graphics Aide		0.00		1.00
8100	Senior Administrative Intern		2.00		1.00
9070	Senior Clerical Aide		3.00		3.00
	TOTAL	16.00	7.00	16.00	9.00

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Community Affairs

PROGRAM
11-232

Statement of Purpose

To provide quality programs for all City residents in the areas of senior services, community events, volunteer opportunities, and corporate sponsorships, and to further the objective of joint use with the Santa Ana Unified School District.

Accomplishments in FY 06-07 & FY 07-08

- * Facilitated senior services at two senior centers including daily activities, programming, excursions, community college classes and senior meals
- * Expanded "Seniors on the Go" transportation program and expanded outreach to seniors
- * In collaboration with Office on Aging and Feedback Foundation, expanded home delivery meal services to seniors in central City area; recruited lunch-time volunteers
- * Raised \$80,000 in cash sponsorships
- * Staffed Board of Parks and Recreation, Events & Programs Committee
- * Managed 20 community events including Mother's Day Celebration, Cesar Chavez event, Black History Parade, Children's Winter Holiday Party, Chepa's Park Sign Unveiling and "Adopt-A-Park" clean-up activities
- * Facilitated 8 carnivals in City parks
- * Provided oversight for 75 public events sponsored by outside agencies, which took place on City park property
- * Published two Leisure Class brochures for Citywide distribution

Action Plan for FY 2008-09

- * Work closely with potential private sponsors to secure funding and resources for major events
- * Increase number of SALUD (Santa Ana Active Living United Districts) walking clubs from two to four
- * Enhance the Agency's volunteer program through expanded opportunities and targeted sponsorship
- * Enlarge participation and diversity experience of community events by working closely with advisory groups
- * Continue to refine the joint use efforts with Godinez High School and other facilities
- * Target senior community to increase participation in division events and opportunities
- * Continue to match neighborhoods with the "Adopt-a-Park" program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of City sponsored community events	20	20	20	20
Efficiency # of volunteers recruited	1,800	1,800	1,800	2,000
Effectiveness Revenue from donations	\$80,000	\$80,000	\$80,000	\$85,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Community Affairs					Activity	232
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	478,671	503,113	540,825	638,885	
6131	Salaries & Wages-Temporary	193,789	208,371	227,610	246,505	
6141	Salaries & Wages-Overtime	5,292	5,480	4,000	4,000	
6151	Retirement Plan	38,762	41,651	53,550	62,910	
6161	Medicare Insurance	6,103	6,552	6,870	8,515	
6171	Employees Insurance	57,270	61,848	68,825	84,955	
6172	Retiree Medical Insurance	3,456	4,047	5,380	8,945	
6181	Compensation Insurance	20,025	21,765	21,980	25,190	
	SUBTOTAL PERSONNEL	<u>803,368</u>	<u>852,826</u>	<u>929,040</u>	<u>1,079,905</u>	
6211	Communications	34,816	40,552	36,015	36,015	
6221	Training & Transportation	575	2,005	2,000	2,000	
6251	Other Agency Services	627	170	1,750	1,750	
6291	Contractual Services	210,336	217,554	293,665	293,665	
	SUBTOTAL CONTRACTUAL	<u>246,354</u>	<u>260,281</u>	<u>333,430</u>	<u>333,430</u>	
6391	Other Materials & Supplies	61,672	83,568	75,235	75,235	
	SUBTOTAL COMMODITIES	<u>61,672</u>	<u>83,568</u>	<u>75,235</u>	<u>75,235</u>	
6511	Equipment Rental	19,865	21,475	27,295	27,715	
	SUBTOTAL FIXED CHARGES	<u>19,865</u>	<u>21,475</u>	<u>27,295</u>	<u>27,715</u>	
6641	Machinery & Equipment	1,099	0	0	0	
6661	Computer Software	2,580	0	0	0	
6800	Transfer to Fund	0	0	0	0	
	SUBTOTAL CAPITAL	<u>3,679</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,134,938</u></u>	<u><u>1,218,150</u></u>	<u><u>1,365,000</u></u>	<u><u>1,516,285</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 08-09		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1825	Community Affairs Manager	1.00		1.00	
1500	Graphics Designer I	1.00		1.00	
2830	Recreation Program Coordinator	2.00		2.00	
5310	Recreation Leader	1.00		1.00	
5360	Recreation Supervisor	3.00		3.00	
7330	Senior Office Assistant	1.00		1.00	
9050	Clerical Assistant		1.00		0.00
9060	Clerical Aide		2.00		3.00
9100	Community Center Aide		2.00		0.00
9230	Maintenance Aide II		4.00		9.00
9360	Program Leader II		4.00		3.00
5310	Recreation Leader (CS/PT)		1.00		0.00
9400	Senior Program Leader		2.00		3.00
9430	Special Events Leader I		3.00		3.00
9440	Special Events Leader II		1.00		1.00
	TOTAL	<u>9.00</u>	<u>20.00</u>	<u>9.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Stadium

PROGRAM
11-244

Statement of Purpose

To improve the quality of life for those who visit the Stadium by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

This program includes the operation and maintenance of structures, sports turf management, landscaping, and care of ancillary equipment. Sub-programs deal with public assembly functions produced by schools, commercial users, City-sponsored programs and non-profit users.

Accomplishments in FY 06-07 & FY 07-08

- * Hosted 31 local high school and community college football games
- * Hosted the City-sponsored Mother's Day event
- * Implemented new Stadium Program Plan that significantly expanded the number of days the Stadium is used

Action Plan for FY 2008-09

- * Continue to host up to 35 local high school and community college football games
- * Host the annually sponsored Mother's Day Concert
- * Host approximately 200 local soccer and community events

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of events held at Stadium annually	38	38	88	200

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Stadium					Activity 244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	45,441	52,771	0	0
6131	Salaries & Wages-Temporary	46,209	37,259	83,915	90,880
6141	Salaries & Wages-Overtime	4,043	2,015	500	500
6151	Retirement Plan	3,548	4,221	3,150	3,410
6161	Medicare Insurance	646	475	1,220	1,320
6171	Employees Insurance	11,912	12,971	0	0
6172	Retiree Medical Insurance	313	412	0	0
6181	Compensation Insurance	12,000	11,250	11,505	12,460
	SUBTOTAL PERSONNEL	<u>124,112</u>	<u>121,373</u>	<u>100,290</u>	<u>108,570</u>
6201	Utilities	21,520	28,020	41,435	61,430
6211	Communications	2,643	1,970	2,220	2,220
6221	Training & Transportation	0	0	210	210
6251	Other Agency Serv	512	0	0	0
6291	Contractual Services	21,872	14,808	11,485	11,485
	SUBTOTAL CONTRACTUAL	<u>46,547</u>	<u>44,799</u>	<u>55,350</u>	<u>75,345</u>
6391	Other Materials & Supplies	16,049	20,715	17,205	17,205
	SUBTOTAL COMMODITIES	<u>16,049</u>	<u>20,715</u>	<u>17,205</u>	<u>17,205</u>
6511	Equipment Rental, City	14,975	10,475	13,800	15,150
6521	Insurance (Risk Management)	10,215	15,875	16,830	16,830
	SUBTOTAL FIXED CHARGES	<u>25,190</u>	<u>26,350</u>	<u>30,630</u>	<u>31,980</u>
	TOTAL	<u><u>211,898</u></u>	<u><u>213,237</u></u>	<u><u>203,475</u></u>	<u><u>233,100</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4100	Park Maintenance Worker	1.00		1.00	
9230	Maintenance Aide II		5.00		0.00
9300	Park Maintenance Asst.		0.00		10.00
	TOTAL	<u>1.00</u>	<u>5.00</u>	<u>1.00</u>	<u>10.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Santa Ana Zoo at Prentice Park

PROGRAM
11-247

Statement of Purpose

To instill passion for the natural world through education, recreation and conservation programs.

As an urban oasis and family resource, the Zoo will provide dynamic presentations and responsible animal management.

Accomplishments in FY 06-07 & FY 07-08

- * Completed renovation of old red barn to Bauer Jaguar Exploration Outpost (Jungle Hut)
- * Constructed horse barn and paddock and installed fencing for north 40 area of Creen Family Farm (CFF)
- * Completed construction of necropsy facility
- * Replaced netting on Colors of Amazon Aviary
- * Built conservation education theater to provide stage for Zoo visitor programs
- * Implemented new education programs for the general Zoo visitor
- * Completed renovation of central restrooms
- * Achieved accreditation by the Association of Zoos and Aquariums (AZA)
- * Completed design of Tierra De Las Pampas exhibit

Action Plan for FY 2008-09

- * Begin construction of Tierra De Las Pampas
- * Expand on-grounds education programs for general Zoo visitors
- * Work with Friends of the Santa Ana Zoo (FOSAZ) to continue fund raising and marketing for the Zoo
- * Begin concept design of Amazon Basin, including Jaguar exhibit

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of special events	12	12	11	12
# of outreach programs	200	197	200	200
# of on-site programs	300	359	300	300
Total education programs	500	556	500	500
Effectiveness				
Attendance	260,000	263,923	260,000	275,000
Outreach program participation	10,194	15,900	12,000	15,000
On-site program participation	10,301	23,626	14,000	20,000
FOSAZ membership support	\$190,000	\$206,725	\$200,000	\$225,000
FOSAZ volunteer hours **	7,500	11,639	10,000	10,000
FOSAZ fund-raising support	\$200,000	\$383,239	\$500,000	\$1,200,000

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND 11			
Santa Ana Zoo at Prentice Park		Activity 247			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	930,743	744,660	995,365	1,039,160
6113	Retirement Payouts	0	0	0	35,985
6131	Salaries & Wages-Temporary	251,664	246,799	216,025	233,955
6141	Salaries & Wages-Overtime	8,675	18,159	3,270	3,270
6151	Retirement Plan	77,109	63,136	89,860	96,065
6161	Medicare Insurance	16,508	13,875	15,660	16,600
6171	Employees Insurance	143,716	110,483	154,550	207,005
6172	Retiree Medical Insurance	7,073	5,740	8,995	14,550
6181	Compensation Insurance	92,024	73,668	110,625	117,785
	SUBTOTAL PERSONNEL	<u>1,527,512</u>	<u>1,276,520</u>	<u>1,594,350</u>	<u>1,764,375</u>
6201	Utilities	81,729	84,346	77,185	88,460
6211	Communications	12,337	12,357	13,620	13,620
6221	Training & Transportation	889	741	1,200	1,200
6251	Other Agency Services	11,353	11,385	9,000	9,000
6291	Contractual Services	126,362	135,606	111,995	111,995
6294	Lease Payments	0	33	0	0
	SUBTOTAL CONTRACTUAL	<u>232,670</u>	<u>244,468</u>	<u>213,000</u>	<u>224,275</u>
6311	Office Supplies	0	140	0	0
6391	Other Material & Supplies	73,315	69,196	47,630	47,630
6392	Animal Food & Supplies	54,498	62,553	82,770	82,770
	SUBTOTAL COMMODITIES	<u>127,813</u>	<u>131,890</u>	<u>130,400</u>	<u>130,400</u>
6511	Equipment Rental, City	27,205	30,510	30,835	31,320
6521	Insurance (Risk Management)	50,570	53,600	56,815	56,815
	SUBTOTAL FIXED CHARGES	<u>77,775</u>	<u>84,110</u>	<u>87,650</u>	<u>88,135</u>
6631	Imp Other Than Bld	34	255	0	0
	SUBTOTAL CAPITAL	<u>34</u>	<u>255</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>1,965,804</u></u>	<u><u>1,737,242</u></u>	<u><u>2,025,400</u></u>	<u><u>2,207,185</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5330	Recreation Program Coordinator	2.00		2.00	
5470	Zoo Animal Registrar	1.00		1.00	
5430	Zoo Curator	1.00		1.00	
5450	Zoo Curator of Education	1.00		1.00	
0930	Zoo Education Specialist	1.00		1.00	
5420	Zoo Keeper I	7.00		7.00	
5410	Zoo Keeper II	2.00		2.00	
5460	Zoo Keeper Aide	2.00		2.00	
5480	Zoo Manager	1.00		1.00	
9000	Animal Keeper I		6.00		3.00
9010	Animal Keeper II		1.00		1.00
9040	Cashier		4.00		4.00
9060	Clerical Aide		0.00		1.00
9230	Maintenance Aide II		0.00		1.00
4860	Park Maintenance Aide (CS/PT)		1.00		1.00
8160	Program Coordinator		0.00		7.00
9350	Program Leader I		0.00		3.00
9070	Senior Clerical Aide		0.00		1.00
	TOTAL	<u>18.00</u>	<u>12.00</u>	<u>18.00</u>	<u>22.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES
Park Services

PROGRAM
11-250

Statement of Purpose

To improve the quality of life of those who visit parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.

The Parks Services division maintains 40 parks and special facilities, landscaped bikeways, an herb garden, and the City's corporate yard landscaping. The program also maintains two City libraries and the Regional Transportation Center (train station). Sub-programs include routine, emergency and preventive maintenance operations performed by contract and City forces.

Accomplishments in FY 06-07 & FY 07-08

- * Assigned one PT Park Ranger and two PT Sr. Maintenance Workers to Weekend Graffiti Task Force Mentorship Program
- * Helped advance the quality of “green and clean” park maintenance through the help of the agency’s Project Maintenance and Green and Clean TQS Teams
- * Improved reservations system efficiency by updating the Athletic Field Reservations Policies & Procedures
- * Improved the Reservation System by: 1) advancing communications with sports leagues, improving GIS mapping and annual field use permit process 2) advancing Athletic Facility use Policies and Procedures by working with the agency's Rez TQS Team and the Committee on Field Usage (COFU)
- * Implemented new landscape agreements for 18 parks
- * Implemented new Park Services Internal Service Request Form process

Action Plan for FY 2008-09

- * Improve park services by integrating the Park Rangers into Park Services night-time responsibilities and reservation responsibilities
- * Continue collaboration with the Orange County Conservation Corps to develop the job skills of young adults

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of park acres maintained	259	259	259	259

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		FUND			
Park Services		Activity			
		11			
		250			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,034,142	1,280,995	1,409,855	1,474,090
6113	Retirement Payouts	0	0	0	115,410
6131	Salaries & Wages-Temporary	175,038	338,707	278,720	355,580
6141	Salaries & Wages-Overtime	46,240	69,241	30,675	30,675
6151	Retirement Plan	80,736	102,472	126,260	137,160
6161	Medicare Insurance	11,488	16,962	14,530	16,290
6171	Employees Insurance	182,539	226,380	267,455	294,040
6172	Retiree Medical Insurance	7,657	9,986	11,600	20,640
6181	Compensation Insurance	116,711	170,787	207,810	227,185
	SUBTOTAL PERSONNEL	<u>1,654,551</u>	<u>2,215,531</u>	<u>2,346,905</u>	<u>2,671,070</u>
6201	Utilities	455,736	544,090	514,785	604,365
6211	Communications	46,406	44,352	46,120	46,120
6221	Training & Transportation	4,337	2,121	4,000	4,000
6251	Other Agency Services	23,390	28,477	10,900	10,900
6261	M&R Bldgs & Grounds	0	224	0	0
6291	Contractual Services	614,930	819,170	787,475	1,190,905
	SUBTOTAL CONTRACTUAL	<u>1,144,799</u>	<u>1,438,434</u>	<u>1,363,280</u>	<u>1,856,290</u>
6311	Office Supplies	0	41	0	0
6361	M&S Buildings & Grounds	28	588	0	0
6391	Operating Materials and Supplies	155,265	210,133	101,910	219,120
	SUBTOTAL COMMODITIES	<u>155,293</u>	<u>210,762</u>	<u>101,910</u>	<u>219,120</u>
6511	Equipment Rental, City	352,350	427,565	455,250	465,515
6521	Insurance (Risk Management)	177,610	222,740	236,105	236,105
6572	Corporate Yard Rental	81,040	84,280	87,650	92,295
	SUBTOTAL FIXED CHARGES	<u>611,000</u>	<u>734,585</u>	<u>779,005</u>	<u>793,915</u>
6771	Capitalized Lease Obligations	50,310	0	51,090	51,100
	SUBTOTAL DEBT SERVICES	<u>50,310</u>	<u>0</u>	<u>51,090</u>	<u>51,100</u>
	TOTAL	<u><u>3,615,953</u></u>	<u><u>4,599,312</u></u>	<u><u>4,642,190</u></u>	<u><u>5,591,495</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4190	General Maintenance Leader	2.00		2.00	
1010	General Maintenance Supervisor	1.00		1.00	
4180	General Maintenance Worker	6.00		6.00	
4860	Park Maintenance Aide	3.00		3.00	
4110	Park Maintenance Leader	6.00		6.00	
4320	Park Maintenance Supervisor	1.00		1.00	
4100	Park Maintenance Worker	15.00		15.00	
4350	Park Superintendent	1.00		1.00	
7350	Senior Office Assistant	1.00		1.00	
6330	Senior Park Maintenance Supervisor	1.00		1.00	
9060	Clerical Aide		1.00		0.00
9090	Clerk Typist II		0.00		2.00
9230	Maintenance Aide II		15.00		8.00
9300	Park Maintenance Asst.		0.00		11.00
9390	Recreation Program Leader		0.00		1.00
9260	Senior Maintenance Worker		0.00		2.00
9400	Senior Program Leader		0.00		1.00
	TOTAL	<u>37.00</u>	<u>16.00</u>	<u>37.00</u>	<u>25.00</u>

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM			
Park Ranger Program		11-251			
Statement of Purpose					
<i>To continually improve the level of safety at parks by proactively communicating with park customers and continuously enforcing park rules.</i>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Expanded the Park Ranger Program by adding 40 hours of security service for the main Branch Library and 20 hours of security service for the Court Referral Program * Added one PT Park Ranger Sergeant to oversee PT Facility Attendants * Painted the Park Ranger vehicles black and white upon approval * Completed Peace Officers Standards/Training (POST) mandated training of Park Rangers 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Continue Park Ranger Peace Officers Standards/Training (POST) training * Improve Facility Attendants training and uniforms * Assist the Library by providing security services for the Newhope Branch Library 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
# of patrol service hours provided per year		10,695	12,710	11,840	13,760
Efficiency					
# of calls for service responded to		1,019	1,439	1,488	1,625
Effectiveness					
# of warnings issued		1,570	1,992	2,056	2,113
# of citations issued		1,093	981	982	993
# of arrests		128	121	106	113
# of field interviews conducted		520	533	464	527
# of citizen assists		1,478	1,376	1,362	1,419
# of police and fire assists		192	153	192	177
# of reservation checks		0	9,843	9,506	10,243

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Ranger Program					Activity	251
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	62,633	127,920	140,155	145,540	
6131	Salaries & Wages-Temporary	165,085	195,873	245,030	265,370	
6141	Salaries & Wages-Overtime	6,305	9,023	6,100	6,100	
6151	Retirement Plan	4,974	10,455	20,705	22,180	
6161	Medicare Insurance	3,221	3,708	3,555	3,850	
6171	Employees Insurance	11,162	22,108	24,650	13,805	
6172	Retiree Medical Insurance	562	1,023	1,125	2,040	
6181	Compensation Insurance	6,750	9,690	26,470	27,810	
	SUBTOTAL PERSONNEL	<u>260,692</u>	<u>379,799</u>	<u>467,790</u>	<u>486,695</u>	
6211	Communications	5,353	5,274	6,800	6,800	
6221	Training & Transportation	15	0	1,000	1,000	
6251	Other Agency Services	0	609	0	0	
6291	Contractual Services	19,199	30,232	23,805	23,970	
	SUBTOTAL CONTRACTUAL	<u>24,567</u>	<u>36,115</u>	<u>31,605</u>	<u>31,770</u>	
6391	Operating Materials & Supplies	10,466	15,493	13,920	13,920	
	SUBTOTAL COMMODITIES	<u>10,466</u>	<u>15,493</u>	<u>13,920</u>	<u>13,920</u>	
6511	Equipment Rental, City	39,655	42,885	43,345	69,970	
	SUBTOTAL FIXED CHARGES	<u>39,655</u>	<u>42,885</u>	<u>43,345</u>	<u>69,970</u>	
	TOTAL	<u><u>335,380</u></u>	<u><u>474,292</u></u>	<u><u>556,660</u></u>	<u><u>602,355</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3610	Park Ranger	2.00		2.00		
9300	Park Maintenance Asst.		0.00		1.00	
7475	PT Supervising Park Ranger		2.00		3.00	
3615	PT Park Ranger		6.00		7.00	
	TOTAL	<u>2.00</u>	<u>8.00</u>	<u>2.00</u>	<u>11.00</u>	

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Park Building Services		11-260		
Statement of Purpose				
<p><i>To improve the quality of life for those who visit and utilize the City's parks, bikeways, or public recreational facilities by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>The Parks Services Division is responsible for the maintenance of 82 buildings throughout the park system which includes seven recreation centers, two senior centers, the Lawn Bowling Clubhouse and two log cabins. Park services activities include routine custodial maintenance of all facilities.</i></p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Provided custodial service at each of our recreational and senior centers * Provided custodial service at each of our park restroom facilities * Began Phase II of park facility energy savings study with the assistance of industry experts * Completed \$450,000 in deferred maintenance repairs at park facilities * Completed renovation of El Salvador Park Swimming Pool 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve our system for asset inventory and scheduling of deferred maintenance Citywide 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of senior centers maintained weekly	2	2	2	2
# of recreation centers maintained weekly	10	10	10	10
# of park restroom facilities maintained once a week	28	28	28	28
# of other park buildings maintained	42	42	42	42

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND	11
Park Building Services					Activity	260
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	29,721	33,289	0	0	0
6151	Retirement Plan	2,271	1,962	0	0	0
6171	Employees Insurance	5,715	4,982	0	0	0
6172	Retiree Medical Insurance	245	113	0	0	0
6181	Compensation Insurance	4,217	3,680	0	0	0
	SUBTOTAL PERSONNEL	42,169	44,026	0	0	0
6291	Other Contractual Services	337,025	340,178	471,075	117,645	117,645
	SUBTOTAL CONTRACTUAL	337,025	340,178	471,075	117,645	117,645
6391	Operating Materials and Supplies	6,093	7,136	5,150	5,150	5,150
	SUBTOTAL COMMODITIES	6,093	7,136	5,150	5,150	5,150
6571	Building & Site Rental	217,655	231,825	254,880	221,370	221,370
	SUBTOTAL FIXED CHARGES	217,655	231,825	254,880	221,370	221,370
6631	Imp Other Than Bld	31,725	569,613	0	0	0
	SUBTOTAL CAPITAL	31,725	569,613	0	0	0
	TOTAL	634,667	1,192,779	731,105	344,165	344,165
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00		0.00		

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Recreation		11-275		
Statement of Purpose				
<i>To provide a variety of recreational and educational programs that stimulate mental, social, and physical development in a safe and protective environment.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Assumed responsibility for the Graffiti Task Force Court Referral Program and made process improvements * Assumed responsibility for the Park Naturalist Program and incorporated into regular programming * Worked with the Youth Commission to complete the RFP process for the Youth and Family Master Plan * Worked with the Youth Commission to develop an anti-graffiti newsletter * Expanded the annual Youth Expo to include a Pro-Health Youth Summit for intermediate school students * Implemented the Youth in Local Government program to educate high school juniors in the local government process and to prepare them for future leadership positions * Developed and implemented the Pathways to Adventure Fishing and Outdoor Education Program * Developed and implemented the Intermediate School Intramural Sports Program * Reinstated the Catalina Campout serving 32 youths in a week-long camping excursion * Developed and implemented the Santa Anita Youth Sports Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Expand the Catalina campout to serve approximately 80 youths * Develop a Park Naturalist program strategy for the new Interpretive Center at Santiago Park * Continue to improve the field reservations system and implement accountability standards * Finalize Phase I of the Youth and Family Master Plan * Develop a mentor component for the Graffiti Task Force Court Referral Program to prevent juveniles from re-offending and to engage in positive behaviors * Secure funding for the Youth Commission Pride Unleashed anti-graffiti newsletter and work with Santa Ana Unified School District for its distribution to all intermediate and high school students * Develop a staff training institute to better prepare staff for future employment opportunities within the agency 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
* Total youth served in summer programs	20,000	28,000	40,000	40,000
* Total family members served in Project PRIDE	1,338	934	925	925
* Total youth served in youth sports	1,000	1,000	1,300	1,500

GENERAL FUND

PARKS, RECREATION & COMMUNITY SERVICES					FUND 11
Recreation					Activity 275
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	712,864	728,090	1,001,935	1,030,775
6131	Salaries & Wages-Temporary	793,619	1,037,355	1,239,775	1,387,225
6141	Salaries & Wages-Overtime	1,109	6,613	905	905
6151	Retirement Plan	68,557	72,373	129,920	138,610
6161	Medicare Insurance	19,524	23,165	29,815	32,135
6171	Employees Insurance	111,117	114,590	187,445	203,550
6172	Retiree Medical Insurance	5,109	6,054	9,960	14,430
6181	Compensation Insurance	41,591	47,173	70,990	76,130
6191	Other Personnel Services	1,899	4,377	2,625	2,625
	SUBTOTAL PERSONNEL	1,755,389	2,039,789	2,673,370	2,886,385
6211	Communications	63,289	73,631	48,580	48,580
6221	Training & Transportation	7,972	5,033	10,485	10,485
6251	Other Agency Services	530	125	3,895	3,895
6261	M & R Bldgs & Group	266	0	0	0
6291	Contractual Services	171,726	208,759	74,930	102,655
	SUBTOTAL CONTRACTUAL	243,783	287,548	137,890	165,615
6391	Operating Materials & Supplies	204,988	234,169	217,450	220,450
	SUBTOTAL COMMODITIES	204,988	234,169	217,450	220,450
6511	Equipment Rental, City	61,740	52,895	59,640	60,670
6521	Insurance (Risk Management)	137,880	146,155	154,925	154,925
	SUBTOTAL FIXED CHARGES	199,620	199,050	214,565	215,595
6661	Computer Software	506	0	0	0
6661	I Comp Software Exp	167	0	0	0
	SUBTOTAL CAPITAL	673	0	0	0
	TOTAL	2,404,453	2,760,555	3,243,275	3,488,045
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
5550	Park Naturalist	1.00		1.00	
5310	Recreation Leader	3.00		3.00	
5330	Recreation Program Coordinator	8.00		8.00	
5380	Recreation Superintendent	1.00		1.00	
5360	Recreation Supervisor	2.00		2.00	
7330	Senior Office Assistant	1.00		1.00	
9060	Clerical Aide		8.00		0.00
9100	Community Center Aide		0.00		6.00
9690	Computer Technician		0.00		1.00
9120	Data Entry Clerk		0.00		1.00
9230	Maintenance Aide II		7.00		3.00
9300	Park Maintenance Asst.		0.00		2.00
8160	Program Coordinator		19.00		21.00
9350	Program Leader I		24.00		7.00
9360	Program Leader II		40.00		41.00
5310	Recreation Leader (CS/PT)		1.00		0.00
5330	Recreation Program Coordinator (CS/PT)		0.00		1.00
9070	Senior Clerical Aide		0.00		5.00
9400	Senior Program Leader		18.00		34.00
9430	Special Events Leader I		1.00		1.00
9440	Special Events Leader II		1.00		0.00
	TOTAL	16.00	119.00	16.00	123.00

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**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

FIRE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
011-320	Office of the Fire Chief	983,907	1,134,720	662,345	709,595
011-321	Fire Prevention	1,553,956	1,764,072	1,659,490	1,823,660
011-322	Fire Communications	1,862,319	1,481,174	1,556,760	1,486,320
011-323	Fire Suppression & EMS	35,804,314	38,573,817	43,087,430	46,383,930
011-324	Fire Information Technology	0	820,065	851,490	794,235
011-325	Fire Training	925,533	833,595	737,270	1,139,440
011-327	Fire Maintenance	1,610,409	2,056,374	1,555,740	1,329,770
011-328	Fiscal & Budget	0	0	355,940	360,050
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	38,813,714	41,826,551	45,985,900	49,279,450
6200	Contractual	1,447,695	2,107,985	1,771,955	1,960,095
6300	Commodities	606,446	786,723	709,115	640,565
6500	Fixed Charges	1,605,350	1,765,560	1,997,860	2,145,255
6600	Capital	265,593	176,998	0	0
6700	Debt Service	1,640	0	1,635	1,635
	TOTAL	<u>42,740,438</u>	<u>46,663,817</u>	<u>50,466,465</u>	<u>54,027,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03190	Fire Chief	1.00		1.00	
03160	Deputy Fire Chief	2.00		2.00	
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03150	Fire Battalion Chief	4.00		4.00	
03080	Fire Captain	51.00		51.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	148.00		148.00	
00151	Principal Management Analyst	1.00		1.00	
03550	Paramedic	1.00		1.00	
06110	Fire Training Coordinator	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
01060	Systems Technician	1.00		1.00	
07390	Executive Secretary	1.00		1.00	
07330	Senior Office Assistant	3.00		3.00	
02680	Data Entry Specialist	1.00		1.00	
00060	Receptionist	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
	Total General Fund Positions	<u>283.00</u>		<u>283.00</u>	
	Grant Positions				
03150	Fire Battalion Chief	1.00		0.00	
	Total Grant Fund Positions	<u>1.00</u>		<u>0.00</u>	
	Total Fire Department Positions	<u>284.00</u>		<u>283.00</u>	

GENERAL FUND

FIRE DEPARTMENT Office of the Fire Chief	PROGRAM 011-320
<p data-bbox="164 289 391 317">Statement of Purpose</p> <p data-bbox="164 363 1406 426"><i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i></p> <p data-bbox="164 468 1422 531">The Office of the Fire Chief provides executive supervision, direction, and control over the various programs of the Fire Department. The office is also the liaison between State and County fire agencies and other City departments.</p>	
<p data-bbox="688 678 954 705" style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p data-bbox="201 747 448 774">FIELD OPERATIONS</p> <p data-bbox="237 816 1411 879">To maintain an aggressive and efficient response force capable of providing effective control of hazards within the community and rescue and advanced life support to our citizens.</p> <p data-bbox="201 921 448 949">SUPPORT SERVICES</p> <p data-bbox="237 991 1471 1054">To ensure an effective mitigating response to hazardous situations through quality communications and maintenance of skills, equipment and facilities, thereby establishing an appropriate level of preparedness.</p> <p data-bbox="201 1096 431 1123">FIRE PREVENTION</p> <p data-bbox="237 1165 1422 1264">To reduce the impact of hazardous situations on life and property by providing quality Fire Prevention, Safety Awareness and Code Enforcement programs and to reduce the threat of criminal fires through investigation and aggressive prosecution.</p> <p data-bbox="201 1306 431 1333">ADMINISTRATION</p> <p data-bbox="237 1375 1466 1438">Provides support functions to the entire Fire Department and is a liaison to other City Agencies on fiscal, personnel, and support functions.</p>	

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Office of the Fire Chief					Activity	320
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	614,436	690,074	390,975	468,465	
6131	Salaries & Wages-Temporary	4,771	30,570	13,300	19,700	
6141	Salaries & Wages-Overtime	28,970	9,334	3,275	3,275	
6151	Retirement Plan	90,981	104,676	71,550	84,690	
6161	Medicare Insurance	5,255	6,522	3,785	1,890	
6171	Employees Insurance	65,446	73,137	44,155	46,075	
6172	Retiree Medical Insurance	7,489	6,008	4,480	6,645	
6181	Compensation Insurance	36,708	44,101	26,050	31,350	
6191	Other Personal Services	0	29	0	0	
	SUBTOTAL PERSONNEL	854,056	964,451	557,570	662,090	
6211	Communications	5,477	5,260	7,360	7,360	
6221	Training & Transportation	27,378	30,187	7,665	6,665	
6223	Quality Training Cross-Chg	inc above	inc above	28,015	0	
6251	Other Agency Services	1,401	1,900	1,140	1,650	
6291	Other Contractual Services	17,436	48,177	21,500	7,600	
	SUBTOTAL CONTRACTUAL	51,692	85,524	65,680	23,275	
6391	Other Material & Supplies	15,791	22,895	28,925	13,925	
	SUBTOTAL COMMODITIES	15,791	22,895	28,925	13,925	
6511	Equipment Rental, City	0	10,080	10,170	10,305	
	SUBTOTAL FIXED CHARGES	0	10,080	10,170	10,305	
6621	Buildings	25,405	51,769	0	0	
6641	Machinery & Equipment	36,117	0	0	0	
6661	Computer Software	847	0	0	0	
	SUBTOTAL CAPITAL	62,369	51,769	0	0	
	TOTAL	983,907	1,134,720	662,345	709,595	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
03190	Fire Chief	1.00		1.00		
03080	Fire Captain	1.00		1.00		
07390	Executive Secretary	1.00		1.00		
00060	Receptionist	1.00		1.00		
		<u>4.00</u>		<u>4.00</u>		

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Prevention		011-321		
Statement of Purpose				
<i>To provide quality fire prevention safety awareness and code enforcement programs.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation of the 24/7 Records Management System - Prevention Module * Adopted the new California Fire Code and associated amendments * Provided training on the new fire code to Suppression personnel * Created an ordinance to enhance the 800MHz functionality in new building developments 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Enhance the HazTracker environmental program to include Fire Safety & HazMat inspection tracking * Complete the State's mandated UL300 project in all local restaurants * Begin designing the Fire Prevention website in relation to Planning & Development * Begin designing the Administrative Enforcement Order program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspections (in hours)				
High-Rise	500	500	500	500
Detention	250	250	250	250
Institutional - others	400	400	400	400
New construction	2,000	2,000	2,500	2,500
Business applications - licenses	100	100	100	100
Underground tanks	1,500	1,500	1,600	1,600
Haz-Mat disclosures	1,800	1,800	1,800	1,800
Occupancy	900	900	900	900
# of plan checks completed	1,920	1,920	2,000	2,000
# of fire safety programs presented	250	250	400	400
Efficiency				
Inspections completed within				
48 hours of request	90%	90%	95%	95%
72 hours of request	97%	97%	97%	97%
Plans submitted, reviewed & returned in 15 days	50%	50%	75%	75%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Prevention					Activity	321
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 06-07	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	962,675	1,075,705	1,054,750	1,139,025	
6131	Salaries & Wages-Temporary	2,990	23,770	27,290	23,940	
6141	Salaries & Wages-Overtime	72,078	58,566	51,745	51,745	
6151	Retirement Plan	175,607	210,228	149,975	204,435	
6161	Medicare Insurance	12,087	13,204	14,025	14,445	
6171	Employees Insurance	111,369	122,300	124,800	124,965	
6172	Retiree Medical Insurance	12,932	16,697	16,195	16,305	
6181	Compensation Insurance	63,399	74,936	56,780	77,800	
6191	Other Personal Services	0	0	0	0	
	SUBTOTAL PERSONNEL	1,413,138	1,595,408	1,495,560	1,652,660	
6211	Communications	9,496	9,867	1,070	1,070	
6221	Training & Transportation	9,430	15,378	10,000	15,000	
6251	Other Agency Services	3,575	1,760	3,215	2,515	
6291	Other Contractual Services	10,755	19,152	18,200	24,500	
6294	Lease Payments	5,501	0	5,480	5,445	
	SUBTOTAL CONTRACTUAL	38,757	46,156	37,965	48,530	
6391	Other Material & Supplies	28,666	35,948	30,120	16,000	
	SUBTOTAL COMMODITIES	28,666	35,948	30,120	16,000	
6511	Equipment Rental, City	66,965	75,135	88,755	98,995	
6571	Buildings Rental	4,790	5,090	5,455	5,840	
	SUBTOTAL FIXED CHARGES	71,755	80,225	94,210	104,835	
6661	Computer Software	0	6,335	0	0	
	SUBTOTAL CAPITAL	0	6,335	0	0	
6771	Lease Purchase	1,640	0	1,635	1,635	
	SUBTOTAL DEBT SERVICE	1,640	0	1,635	1,635	
	TOTAL	1,553,956	1,764,072	1,659,490	1,823,660	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03185	Administrative Chief/Fire Marshal	1.00		1.00	
03500	Fire Safety Analyst	2.00		2.00	
03440	Fire Safety Specialist III	4.00		4.00	
02950	Fire Education Specialist II	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
03080	Fire Captain	1.00		1.00	
03000	Firefighter	2.00		2.00	
		<u>12.00</u>		<u>12.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Communication		011-322		
Statement of Purpose				
<p><i>To ensure emergency & routine communications are handled in a timely & efficient manner to ensure proper response and mitigation by City personnel & equipment.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the 911 phone system * Began implementation of "mobile data computer" system and new Computer Aided Dispatch (CAD) * Remodeled Fire Communication Center * Upgraded the programmable logic controller (PLC) in the public address and alerting system at all fire stations * Implementation of new department maps utilizing Fire Response Districts (FRD) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of the CAD/MDC (mobile data computer) project * Continue implementation of the wireless computer network * Continue providing refresher courses for Emergency Medical Dispatching * Provide training for three Dispatchers as Incident Dispatchers for Mutual Aid Requests * Implement OC CAD-2-CAD & OC GIS with neighboring agencies * Continue map maintenance, implementation of Mapsol project and FRD conversion 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of 9-1-1 calls received	19,102	19,000	20,000	15,000
# of 9-1-1 calls dispatched	18,061	n/a	19,500	19,500
# of non 9-1-1 calls processed	1,913	1,900	1,900	16,500
Efficiency				
# telephone calls handled per dispatcher per day	90	90	90	100
% of time computer system was available	100%	100%	100%	100%
% of time technical support was available	100%	100%	100%	100%

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Communications					Activity	322
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,096	634,755	655,210	705,925	
6131	Salaries & Wages-Temporary	38,247	1,763	0	0	
6141	Salaries & Wages-Overtime	278,006	192,447	203,460	149,900	
6151	Retirement Plan	87,776	54,785	50,150	53,305	
6161	Medicare Insurance	9,180	7,516	7,275	7,395	
6171	Employees Insurance	85,238	80,467	87,975	101,560	
6172	Retiree Medical Insurance	13,869	10,615	10,590	7,820	
6181	Compensation Insurance	33,563	12,543	18,035	13,505	
	SUBTOTAL PERSONNEL	1,279,976	994,890	1,032,695	1,039,410	
6211	Communications	221,496	284,473	282,625	257,495	
6221	Training & Transportation	5,375	902	1,500	2,500	
6251	Other Agency Services	1,417	866	250	300	
6291	Other Contractual Services	303,542	173,246	117,950	156,910	
	SUBTOTAL CONTRACTUAL	531,829	459,487	402,325	417,205	
6391	Other Material & Supplies	13,096	5,367	100,000	7,500	
	SUBTOTAL COMMODITIES	13,096	5,367	100,000	7,500	
6511	Equipment Rental, City	13,090	21,430	21,740	22,205	
	SUBTOTAL FIXED CHARGES	13,090	21,430	21,740	22,205	
6641	Machinery & Equipment	21,032	0	0	0	
6661	Computer Software	3,296	0	0	0	
	SUBTOTAL CAPITAL	24,327	0	0	0	
	TOTAL	1,862,319	1,481,174	1,556,760	1,486,320	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00660	Fire Communications Supervisor	1.00		1.00	
03480	Fire Services Dispatcher	8.00		8.00	
		<u>9.00</u>		<u>9.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Suppression & EMS	011-323			
Statement of Purpose				
<p><i>To maintain an aggressive fire suppression force that can provide effective control of hazards in the community and the most efficient basic & advanced medical services, to ensure the safety of City residents and City employees, maintaining compliance with all State & Federal regulations for infectious control.</i></p> <p>The Suppression Program has the primary duty of saving lives, prevention, suppression and control of fires, as well as protection and salvage of all properties exposed to fire. This program also provides emergency response to calls for emergency basic life support services and other non-fire emergencies that threaten life and property.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Added ten Firefighter (Probationary) staff to daily deployment * Provided fire fighting staff to the Southern California wild land fires of the Fall 2007 * Participated in various joint Fire and Police training exercises * Participated in verifying the correctness of newly updated departmental "Plot Plans" 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Provide paramedic training to six additional Firefighters * Continue hiring Firefighter (Probationary) staff to fill current vacancies * Continue doing "multi-company" evaluations * Continue analyzing suppression activates using a Total Quality Service (TQS) approach * Continue providing staffing to Task Force 5, a joint operational emergency unit 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Levels				
# of fire & non-medical calls for service	6,538	4,199	3,000	4,000
# of medical aid calls for service	11,494	13,000	15,000	15,000
# of station companies responses	38,769	39,000	40,000	39,500
Efficiency				
Emergency calls for service responded to within				
five minutes	n/a	n/a	80%	n/a
six minutes	n/a	n/a	85%	n/a
seven minutes	n/a	n/a	95%	n/a

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Suppression & Emergency Medical Services					Activity	323
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	18,430,975	19,470,021	23,639,200	26,032,345	
6113	Salaries Retirement Payout	261,903	137,004	470,250	470,250	
6131	Salaries & Wages-Temporary	0	178	0	0	
6141	Salaries & Wages-Overtime	6,381,975	7,213,601	5,681,655	5,735,215	
6151	Retirement Plan	4,038,151	4,493,980	5,193,400	5,129,770	
6161	Medicare Insurance	183,174	213,541	219,005	232,985	
6171	Employees Insurance	1,958,553	2,131,574	3,000,670	3,396,130	
6172	Retiree Medical Insurance	323,708	339,030	373,145	422,165	
6181	Compensation Insurance	2,232,758	2,433,308	2,185,595	2,352,530	
	SUBTOTAL PERSONNEL	33,811,197	36,432,236	40,762,920	43,771,390	
6211	Communications	22,386	27,211	32,710	32,710	
6221	Training & Transportation	24,174	55,425	16,500	22,500	
6222	Tuition Reimbursements (Ed.Incentive)	inc above	inc above	20,000	20,000	
6251	Other Agency Services	6,952	7,061	3,500	3,500	
6281	M&R Machinery & Equipment	4,875	0	0	0	
6291	Other Contractual Services	222,253	237,893	325,780	369,570	
	SUBTOTAL CONTRACTUAL	280,641	327,590	398,490	448,280	
6391	Other Material & Supplies	272,736	250,926	154,545	259,685	
	SUBTOTAL COMMODITIES	272,736	250,926	154,545	259,685	
6511	Equipment Rental, City	1,190,790	1,296,385	1,511,485	1,624,855	
6521	Liability Insurance	248,950	263,885	259,990	279,720	
	SUBTOTAL FIXED CHARGES	1,439,740	1,560,270	1,771,475	1,904,575	
6641	Machinery & Equipment	0	0	0	0	
6661	1 Computer Software - <1,000	0	2,795	0	0	
	SUBTOTAL CAPITAL	0	2,795	0	0	
	TOTAL	35,804,314	38,573,817	43,087,430	46,383,930	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	3.00		3.00	
03080	Fire Captain	46.00		46.00	
03010	Fire Engineer	45.00		45.00	
03000	Firefighter	144.00		144.00	
03550	Paramedic	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>241.00</u>		<u>241.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Information Technology		011-324		
Statement of Purpose				
<p><i>To provide timely and accurate Information Technology management, maintain the Fire Department's Computer Aided Dispatch (CAD) and computer network systems.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Upgraded the TriTech Computer Aided Dispatch (CAD) system to version 4.3 * Implemented an Automatic Vehicle Location/Automatic Vehicle Response solution to the CAD/Mobile Data Units * Migrated Fire Department personnel to the City's IT email system * Configured the "mobile command center" on the new HazMat vehicle 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Integrate the OC GIS map project into the SAFD CAD system * Implement the OC CAD-2-CAD Automatic Vehicle Location (AVL) system into the SAFD CAD system * Install new broadband routers in all SAFD vehicle for improved GPS connectivity * Implement a Local Area Network help-desk (LANDesk) application to improve City wide inventory and support 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of software applications maintained	n/a	11	10	11
# of desktop computer systems supported	n/a	182	120	182
# of computer servers supported	n/a	12	10	12
Gigabytes of data stored & managed	n/a	315	200	315

GENERAL FUND

FIRE DEPARTMENT		FUND			
Fire Information Technology		Activity			
		11			
		324			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	163,097	196,990	208,535
6131	Salaries & Wages-Temporary	0	0	0	0
6141	Salaries & Wages-Overtime	0	2,945	1,050	1,050
6151	Retirement Plan	0	25,263	28,730	29,770
6161	Medicare Insurance	0	1,234	1,505	1,445
6171	Employees Insurance	0	16,500	25,570	33,950
6172	Retiree Medical Insurance	0	2,342	2,455	2,720
6181	Compensation Insurance	0	9,149	9,230	9,805
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	0	220,531	265,530	287,275
6211	Communications	0	10,724	3,760	3,760
6221	Training & Transportation	0	1,288	1,200	3,500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	573,716	548,000	489,700
	SUBTOTAL CONTRACTUAL	0	585,728	552,960	496,960
6391	Other Material & Supplies	0	13,026	33,000	10,000
	SUBTOTAL COMMODITIES	0	13,026	33,000	10,000
6661 1	Computer Software - <1,000	0	780	0	0
	SUBTOTAL CAPITAL	0	780	0	0
	TOTAL	0	820,065	851,490	794,235
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
02680	Data Entry Specialist	1.00		1.00	
01060	Systems Technician	1.00		1.00	
03000	Firefighter	1.00		1.00	
		<u>3.00</u>		<u>3.00</u>	

GENERAL FUND

FIRE DEPARTMENT		PROGRAM		
Fire Training		011-325		
Statement of Purpose				
<i>To provide current training to all department personnel to assure an appropriate level of preparedness and an effective response to emergency situations.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Tested and hired additional Firefighters (Probationary) * Completed two drill schools (200 hours) * Completed Fire Captain exam * Completed Fire Captain's academy (80 hours) * Provided Emergency Medical Training (EMT) instruction to 210 employees * Provided NIMS training 100, 200 700 to Fire personnel * Conducted an OSHA mandated Heat Injuries class * Held three Reserve Firefighter Academies 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Test for and hire additional personnel in the classification of Firefighter (Probationary) * Conduct a Firefighter (Probationary) academy * Conduct a Fire Captain exam * Conduct a Fire Captain's academy (80 hours) * Provide Fire Engineer testing * Conduct a Fire Engineer academy 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Training Hours Per Year				
Hazardous Materials First Responder	3,500	32,961	3,500	38,000
Fire Officers	1,500	3,680	1,400	3,680
Company Readiness Evaluation	180	1,500	120	1,600
Emergency Medical Technicians	6,500	168	6,500	168
Hours of I-NET broadcasts	5,400	6,500	5,500	6,500
Hours of in-service for Fire Reserves	4,800	5,500	5,000	5,500
Efficiency		7,200		7,200
Suppression employees trained	200		210	
Officers trained	55	210	58	210
Reserves trained	45	57	50	58
		75		100

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Training					Activity	325
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	540,202	503,898	454,525	699,315	
6131	Salaries & Wages-Temporary	0	4,844	12,000	15,685	
6141	Salaries & Wages-Overtime	55,176	39,864	2,855	2,855	
6151	Retirement Plan	107,339	104,977	94,715	136,845	
6161	Medicare Insurance	3,491	196	180	240	
6171	Employees Insurance	45,089	37,683	36,610	44,675	
6172	Retiree Medical Insurance	5,969	7,455	6,735	9,740	
6181	Compensation Insurance	<u>60,529</u>	<u>55,366</u>	<u>37,375</u>	<u>54,705</u>	
	SUBTOTAL PERSONNEL	817,796	754,284	644,995	964,060	
6211	Communications	8,153	3,405	4,800	4,800	
6221	Training & Transportation	6,638	6,682	7,500	7,000	
6251	Other Agency Services	355	291	250	500	
6291	Other Contractual Services	12,411	9,833	20,000	8,000	
6294	Lease Payments	<u>37,373</u>	<u>0</u>	<u>0</u>	<u>110,760</u>	
	SUBTOTAL CONTRACTUAL	64,930	20,211	32,550	131,060	
6391	Other Material & Supplies	<u>14,148</u>	<u>28,165</u>	<u>26,000</u>	<u>10,000</u>	
	SUBTOTAL COMMODITIES	14,148	28,165	26,000	10,000	
6511	Equipment Rental, City	<u>24,940</u>	<u>29,465</u>	<u>33,725</u>	<u>34,320</u>	
	SUBTOTAL FIXED CHARGES	24,940	29,465	33,725	34,320	
6651	Books, Records & Videos	0	0	0	0	
6661	Computer Software	3,290	1,209	0	0	
6661 1	Computer Software - <1,000	<u>429</u>	<u>262</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	3,719	1,471	0	0	
	TOTAL	<u><u>925,533</u></u>	<u><u>833,595</u></u>	<u><u>737,270</u></u>	<u><u>1,139,440</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03160	Deputy Fire Chief	1.00		1.00	
03150	Fire Battalion Chief	1.00		1.00	
03080	Fire Captain	2.00		2.00	
06110	Fire Training Coordinator	1.00		1.00	
		<u>5.00</u>		<u>5.00</u>	

GENERAL FUND

FIRE DEPARTMENT	PROGRAM			
Fire Maintenance	011-327			
Statement of Purpose				
<p><i>To ensure the proper preventative maintenance and repair of all City facilities and equipment to assure an appropriate level of response and preparedness.</i></p> <p>This program maintains the Fire Department facilities, equipment and apparatus.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Repaired emergency generators at three fire stations * Replaced heating, ventilation & air conditioning systems (HVACS) at two stations * Completed mold remediation at six fire stations * Completed installation of exhaust removal system at all stations * Completed gendar accommodations at one fire station * Installed Fire Suppression Unit for Server room * Repaired roofs at two fire stations * Tested all ground ladders to meet NFPA standards 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete concrete repairs at two fire stations * Paint the exterior or interior of two fire stations * Remodel kitchens at three fire stations * Replace carpet at two fire stations * Replace heating, ventilation & air conditioning systems (HVAC) at one fire station * Replace the roof at two fire stations * Replace emergency generator at one fire station * Test all ground ladders to meet NFPA standards 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Maintenance (repairs/man-hours)				
Alarm/Communications Systems	122/310	200/400	200/400	200/400
Structural Repairs	44/289	75/2500	75 / 2500	75/2500
Carpentry	32/455	30/900	30 / 900	30/900
Plumbing	110/987	80/300	80 / 300	80/300
Electrical	88/358	45/1500	45 / 1500	45/1500
Preventive Maintenance	88/350	75/800	75 / 800	3/32
Station Equipment	101/300	40/225	40 / 225	0
Equipment Maintenance				
Underground Fuel Tank Test	0	6	1	1
Service Test - Aerial Truck	4	4	4	4
Service Test - Pumper Truck	14	14	14	14
Service Test - Crane	1	1	1	1
Feet of Ground Ladders Tested	700	1,310	2,400	2,400

GENERAL FUND

FIRE DEPARTMENT					FUND	11
Fire Maintenance					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	392,585	573,897	602,375	355,300	
6131	Salaries & Wages-Temporary	37,568	14,706	16,590	31,195	
6141	Salaries & Wages-Overtime	39,480	39,178	18,190	18,190	
6151	Retirement Plan	75,268	116,336	116,990	65,735	
6161	Medicare Insurance	326	376	805	1,565	
6171	Employees Insurance	45,321	54,369	68,215	46,625	
6172	Retiree Medical Insurance	6,633	9,577	9,305	5,380	
6181	Compensation Insurance	40,369	56,314	43,835	23,140	
	SUBTOTAL PERSONNEL	637,552	864,753	876,305	547,130	
6201	Utilities	192,763	202,401	216,645	220,345	
6211	Communications	2,824	2,462	2,000	2,000	
6221	Training & Transportation	947	465	500	350	
6241	Janitorial & Housekeeping	0	153	0	0	
6251	Other Agency Services	2,095	3,861	500	250	
6261	M&R Buildings & Grounds	1,145	0	0	0	
6281	M&R Machinery & Equipment	1,093	2,152	0	0	
6291	Other Contractual Services	278,977	371,795	60,500	170,500	
	SUBTOTAL CONTRACTUAL	479,846	583,289	280,145	393,445	
6331	Uniforms, Badges & Tools	2,660	73,147	125,000	125,000	
6391	Other Material & Supplies	259,349	357,249	207,750	195,180	
	SUBTOTAL COMMODITIES	262,009	430,396	332,750	320,180	
6511	Equipment Rental, City	55,825	64,090	66,540	69,015	
	SUBTOTAL FIXED CHARGES	55,825	64,090	66,540	69,015	
6621	Buildings	146,003	113,847	0	0	
6641	Machinery & Equipment	29,175	0	0	0	
	SUBTOTAL CAPITAL	175,178	113,847	0	0	
	TOTAL	1,610,409	2,056,374	1,555,740	1,329,770	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
03080	Fire Captain	1.00		1.00	
03000	Firefighter	1.00		1.00	
03470	Fire Alarm & Maintenance Leader	1.00		1.00	
03460	Fire Alarm & Maintenance Technician	1.00		1.00	
01310	Stock Clerk	1.00		1.00	
		5.00		5.00	

GENERAL FUND

FIRE DEPARTMENT
Fiscal & Budget

PROGRAM
011-328

Statement of Purpose

To provide budgetary and fiscal accountability to the Fire Department.

SERVICE PROGRAM

Budget

Prepare and monitor the annual budget process
Prepare monthly forecasts of financial position, including expenditures and revenues
Provide budgetary & fiscal expertise to Fire Management
Provide cause & effect and cost analyst of a budgetary nature

Purchasing

Process purchase requests, including Material Releases, while following the City's procedures

Account Payables

Process Direct Payment Vouchers for payment of invoices
Process Direct Payment Vouchers for reimbursements to employees
Maintain proper Petty Cash accountability

Administration

Monitor agreements & contracts for compliance
Prepare & process certifications for hiring, separations and salary changes
Prepare the Department's Requests for Council Actions
Prepare the Departmental revenue deposits going to Treasury

Payroll

Process the semi-monthly payroll
Research and resolve payroll questions
Assist City Payroll in reconciling payroll issues

GENERAL FUND

FIRE DEPARTMENT		FUND			11
Fiscal & Budget		Activity			328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	257,760	275,285
6131	Salaries & Wages-Temporary	0	0	19,440	0
6141	Salaries & Wages-Overtime	0	0	2,625	2,760
6151	Retirement Plan	0	0	20,335	21,295
6161	Medicare Insurance	0	0	2,475	2,550
6171	Employees Insurance	0	0	40,775	46,265
6172	Retiree Medical Insurance	0	0	2,355	3,030
6181	Compensation Insurance	0	0	4,560	4,250
6191	Other Personal Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	350,325	355,435
6211	Communications	0	0	840	840
6221	Training & Transportation	0	0	1,000	500
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	1,840	1,340
6391	Other Material & Supplies	0	0	3,775	3,275
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	3,775	3,275
6511	Equipment Rental, City	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	0	0
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	0	0
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>355,940</u></u>	<u><u>360,050</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
00151	Principal Management Analyst	1.00		1.00	
07090	Lead Accounting Assistant	1.00		1.00	
07010	Accounting Assistant	1.00		1.00	
07330	Senior Office Assistant	1.00		1.00	
		<u>4.00</u>		<u>4.00</u>	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-331	Office of the Chief of Police	1,198,418	1,353,154	1,568,680	1,649,815
11-332	Human Resources	1,194,555	1,430,147	1,578,085	1,709,995
11-333	Traffic	5,669,137	6,101,461	8,319,000	8,873,015
11-334	Training Services	1,823,150	2,266,205	2,184,460	2,562,230
11-335	Professional Standards	1,021,755	1,124,050	936,905	1,019,655
11-337	Field Operations	36,721,038	36,745,163	37,300,975	40,096,510
11-338	Information Systems	1,888,999	1,980,638	2,508,070	2,540,845
11-339	Animal Services	866,464	638,122	1,000,370	1,053,385
11-340	District Investigations	4,585,593	4,395,271	3,836,990	4,463,500
11-341	Crimes Against Persons	5,306,717	7,098,153	7,075,195	8,963,110
11-342	Special Investigations	3,383,455	5,101,659	5,774,540	5,800,830
11-343	Property & Evidence	1,459,878	1,825,176	1,793,430	2,072,225
11-344	Forensic Services	1,686,702	1,886,221	1,953,115	2,191,980
11-345	Records Services	2,362,343	2,376,609	2,730,890	3,028,900
11-346	Communications	3,703,346	4,192,390	4,612,425	4,880,890
11-347	Vice	799,923	802,919	969,765	885,080
11-348	Fiscal & Budget	312,412	395,208	519,350	606,285
11-349	Jail Operations	12,894,773	13,841,340	14,873,935	15,872,905
11-350	Building & Facility	3,085,252	3,556,635	4,149,075	3,913,775
11-351	Police Debt Service	10,063,029	9,968,355	9,127,225	9,325,895
11-352	Regional Narcotic Suppression Program	1,085,559	995,834	964,420	1,072,985
11-353	Homeland Security & Crime Preventior	461	631,784	772,265	828,190
11-354	Tobacco Retail License Program	0	0	0	184,850
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	75,159,020	80,877,226	84,640,995	93,098,070
6200	Contractual	7,406,954	8,382,890	10,560,625	10,840,065
6300	Commodities	1,354,621	1,954,861	1,372,895	1,599,875
6500	Fixed Charges	6,992,813	7,520,780	8,035,710	8,233,165
6600	Capital	74,128	2,382	750,000	386,720
6700	Debt Service	901,199	841,730	61,715	113,060
6800	Interfund Transfers	9,224,225	9,126,625	9,127,225	9,325,895
TOTAL		<u>101,112,959</u>	<u>108,706,494</u>	<u>114,549,165</u>	<u>123,596,850</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3360	Police Captain	3.00		3.00	
3350	Police Lieutenant	14.00		14.00	
3300	Police Sergeant	51.00		51.00	
3200	Police Officer	320.00		320.00	
3230	Jail Administrator	1.00		1.00	
3380	Technical Support Administrator	1.00		1.00	
3370	Police Communications Manager	1.00		1.00	
6190	Police Property & Facility Manager	1.00		1.00	
3860	Police Records Manager	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
2930	Police Systems Manager	0.00		1.00	
6290	Police Fiscal Officer	1.00		1.00	
780	Police Community Services Specialist	1.00		1.00	
3990	Crime/Research Analyst	5.00		5.00	
1050	Security Electronics Technician	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

POLICE DEPARTMENT

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1200	Management Aide	1.00		1.00	
0790	Police Investigative Specialist	12.00		12.00	
3800	Police Services Officer	7.00		7.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
1360	Forensic Supervisor	1.00		1.00	
7600	Firearms Examiner	1.00		1.00	
3980	Forensic Specialist II	2.00		2.00	
3970	Forensic Specialist I	10.00		10.00	
1100	Police Photo/Video Specialist	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Service Dispatcher	31.00		31.00	
7660	Communications Services Officer	8.00		8.00	
7230	Police Records Supervisor	4.00		4.00	
7110	Lead Police Records Specialist	4.00		4.00	
7370	Senior Police Records Specialist	27.00		27.00	
0370	Correctional Supervisor	12.00		12.00	
1060	Systems Techician-WNT	1.00		1.00	
2939	Principal Management Analyst	1.00		1.00	
0310	Correctional Officer	86.00		86.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
0020	Micro Systems Technician	2.00		2.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
0140	Secretary to the Chief	1.00		1.00	
7310	Senior Legal Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	21.00		21.00	
7360	Senior Office Specialist	2.00		2.00	
6320	Video Technician	1.00		1.00	
3820	Rangemaster	2.00		2.00	
1620	Deputy City Attorney II	0.50		0.50	
	TOTAL GENERAL FUND	<u>699.50</u>	0.00	<u>699.50</u>	0.00
	SPECIAL REVENUE				
24-333	Police Athletic/Activities League	2.00		2.00	
74-244	Civic Center Security	8.00		8.00	
20-336	Traffic Offender Program	1.00		1.00	
	TOTAL SPECIAL REVENUE	<u>11.00</u>		<u>11.00</u>	
	TOTAL NON-GRANT POSITIONS	<u>710.50</u>	<u>0.00</u>	<u>710.50</u>	<u>0.00</u>
	GRANT FUNDED POSITIONS				
23-349	Inmate Welfare Fund	1.00		1.00	
26-340	Criminal Activity Fund - General	3.00		3.00	
125-337	UASI Grant	3.00	0.00	4.00	0.00
	TOTAL GRANT FUNDED	<u>7.00</u>	<u>0.00</u>	<u>8.00</u>	<u>0.00</u>
	TOTAL ALL FUNDING SOURCES	<u>717.50</u>	<u>0.00</u>	<u>718.50</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT
Office of the Chief of Police

PROGRAM
011-331

Statement of Purpose

To provide leadership and direction that will ensure a safe and secure community at all levels.

SERVICE PROGRAM

Police Services

- * Bring community policing and problem solving to the next level, by using technology and crime analysis tools in a systematic way to address persistent crime problems
- * Work cooperatively with state and federal agencies through taskforces to provide anti-terrorism services and share criminal intelligence
- * Continue to provide effective strategies to reduce violent crimes
- * Work closely with the police management team to mentor future department leaders to ensure a smooth succession of command at all levels

Police and Community Partnership

- * Revitalize community support and involvement by working closely with community based organizations
- * Continue and improve the productive relationship with neighborhood associations
- * Work with local, state and federal agencies to reduce crime and signs of disorder in the community

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Office of the Chief of Police					Activity	331
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	598,396	750,967	908,195	981,705	
6131	Salaries & Wages Temporary	169,910	85,347	0	14,500	
6141	Salaries & Wages-Overtime	74,177	42,989	51,365	51,365	
6151	Retirement Plan	97,455	128,316	186,895	197,030	
6161	Medicare Insurance	5,485	8,019	5,450	10,785	
6171	Employees Insurance	69,816	89,467	113,565	121,905	
6172	Retiree Medical Insurance	2,050	4,166	5,975	10,360	
6181	Compensation Insurance	51,753	55,475	57,970	60,395	
	SUBTOTAL PERSONNEL	1,069,042	1,164,746	1,329,415	1,448,045	
6211	Communications	3,903	3,808	3,500	3,500	
6221	Training & Transportation	25,311	55,214	53,965	16,470	
6251	Other Agency Services	8,513	6,023	6,500	6,500	
6291	Other Contractual Services	52,409	67,545	135,300	115,300	
	SUBTOTAL CONTRACTUAL	90,136	132,590	199,265	141,770	
6391	Other Material & Supplies	38,917	55,818	40,000	60,000	
	SUBTOTAL COMMODITIES	38,917	55,818	40,000	60,000	
6511	Equipment Rental, City	0	0	0	0	
	SUBTOTAL FIXED CHARGES	0	0	0	0	
6641	Machinery & Equipment	323	0	0	0	
	SUBTOTAL CAPITAL	323	0	0	0	
	TOTAL	1,198,418	1,353,154	1,568,680	1,649,815	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3390	Police Chief	1.00		1.00	
3300	Police Sergeant	1.00		1.00	
3200	Police Officer	3.00		3.00	
1200	Management Aide	1.00		1.00	
0140	Secretary to the Police Chief	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	9.00	0.00	9.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Human Resources	011-332			
Statement of Purpose				
<p><i>To provide effective and responsive human resource management, recruitment, and personnel related functions which support the Police Department's mission and the City's goals and objectives.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Developed and implemented a Cadet Career Development Program (Expanded number of Advisors) * Increased involvement in local and regional advertisement venues * Restructured the Division to establish two distinct sections (Personnel and Recruitment & Background Investigations Section) * Streamlined the Background Investigation documentation process to optimize workforce effectiveness and increased case work efficiency * Streamlined the hiring process by working collaboratively with City Personnel to fill critical public safety positions * Coordinated the largest proactive recruitment event "2007 Career Expo and Open House" held at the police department which directly led to the hiring of critical public safety positions * Expanded the recruitment of sworn officers and correctional officers to include non-bilingual applicants * Developed a recruitment assessment mechanism to evaluate event planning 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * With a focus on an appreciation of cultural diversity, the police department will continue to recruit and retain a diverse workforce * The police department will recruit and focus on retaining an 8% sworn female ratio among police officers * Establish a stand alone police department website with direct link to the City website for targeted recruitment advertisement and marketing * Establish and implement a five-year personnel recruitment and retention strategic plan * Establish contractual services for background investigations to complete a cost effectiveness and work product analysis * Continue to recruit for non-bilingual police officers and correctional officers as needed 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of applicants tested (total)	959	1,161	1,000	1,000
# of applicants tested (sworn positions)	453	407	N/A	N/A
# of applicants tested (civilian positions)	506	754	N/A	N/A
# of background investigations completed	115*	117*	225	200
# of recruitment events attended	6	26	30	30
Efficiency				
# of hours to complete a background investigation (average of actual time)	40	40	40	40
Effectiveness				
# of sworn positions filled	100%	98%	100%	100%
# of civilian positions filled	96%	95%	95%	100%
	*98 withdraws	*100 withdraws		

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Human Resources					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	625,773	785,380	908,230	1,016,100	
6131	Salaries & Wages-Temporary	67,623	32,133	50,000	37,660	
6141	Salaries & Wages-Overtime	120,125	153,982	45,350	45,350	
6151	Retirement Plan	117,205	157,234	199,720	213,405	
6161	Medicare Insurance	7,595	9,156	9,400	11,330	
6171	Employees Insurance	67,966	83,744	108,180	118,525	
6172	Retiree Medical Insurance	1,188	5,436	4,755	8,860	
6181	Compensation Insurance	53,176	67,462	63,600	67,090	
6191	Other Personal Services	0	2,274	0	0	
	SUBTOTAL PERSONNEL	<u>1,060,651</u>	<u>1,296,801</u>	<u>1,389,235</u>	<u>1,518,320</u>	
6211	Communications	5,689	6,828	6,400	7,500	
6221	Training & Transportation	9,457	14,003	15,000	15,000	
6224	Travel for Investigation	970	4,881	5,000	5,000	
6231	Advertising	9,411	12,155	30,000	27,400	
6251	Other Agency Services	5,992	8,412	7,000	8,500	
6291	Other Contractual Services	71,380	65,538	75,000	75,000	
	SUBTOTAL CONTRACTUAL	<u>102,899</u>	<u>111,817</u>	<u>138,400</u>	<u>138,400</u>	
6391	Other Material & Supplies	15,365	17,379	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>15,365</u>	<u>17,379</u>	<u>20,000</u>	<u>20,000</u>	
6511	Equipment Rental, City	15,640	4,150	30,450	33,275	
	SUBTOTAL FIXED CHARGES	<u>15,640</u>	<u>4,150</u>	<u>30,450</u>	<u>33,275</u>	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>1,194,555</u></u>	<u><u>1,430,147</u></u>	<u><u>1,578,085</u></u>	<u><u>1,709,995</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
7210	Police Personnel Service Specialist	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
	TOTAL	<u><u>9.00</u></u>	<u><u>0.00</u></u>	<u><u>9.00</u></u>	<u><u>0.00</u></u>

GENERAL FUND

POLICE DEPARTMENT Traffic	PROGRAM 011-333			
Statement of Purpose				
<p><i>To ensure the safe and efficient flow of vehicular and pedestrian traffic through an integrated program of education and enforcement.</i></p> <p>The Traffic Division conducts investigations utilizing both Training and Technology. Our objective is to maintain and improve traffic services as an essential element of the policing function in order to improve the quality of life for those who not only live in our community, but visit on a daily basis.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued working within the guidelines set forth in the OTS STEP grant award * Signed MOU with Anaheim regarding the OTS AVOID DUI program * Obtained OTS DUI mini grant for four additional funded checkpoints * Participated in California OTS Seatbelt Mini-Grant Enforcement Campaign * Completed West End POP on quality of life issues, PCO unit and two Sergeants received the City's TQS award * Continued to use the Mobile DUI trailer for education and training at numerous events, youth fair and at schools * Continued the Traffic Offender Program, focusing on Unlicensed and Suspended/Revoked Drivers * Continued the Nighttime Parking Enforcement Program 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working the STEP grant focusing on aggressive drivers (Speed, red lights, seatbelts) * Continue motor coverage on weekends and swing shift * Continue aggressive enforcement of DUI offenders, through Checkpoints and Saturation Patrols * Continue the Bicycle Safety Training Program at Santa Ana Elementary Schools * Continue operation of the Automated Red Light Enforcement Program * Continue Anti-DUI Education using the multi-media trailer at Santa Ana high schools * Participate in OTS "Click it or Ticket" campaign to increase seatbelt usage * Continue Nighttime Parking Enforcement Program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<u>Service Level</u>				
# of reported collisions	4,108	4,210	4,305	3,988
# of reported hit & run collisions	1,905	1,759	1,604	1,775
# of traffic violations	19,359	20,100	20,250	22,000
# of DUI arrests	1,178	1,100	1,300	1,300
# of parking violations issued	107,785	108,000	110,000	112,500
<u>Effectiveness</u>				
% change in number of reported collisions *	1.6% increase	2.4 % increase	2% increase	1% decrease
# of collisions involving DUI arrests	353	356	360	356
* Percentages are approximate				

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Traffic					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	2,842,121	3,172,585	3,732,910	4,048,405	
6131	Salaries & Wages-Temporary	37,648	44,996	50,000	55,960	
6141	Salaries & Wages-Overtime	208,907	171,292	135,100	135,100	
6151	Retirement Plan	533,697	621,314	742,065	843,750	
6161	Medicare Insurance	32,427	38,807	40,695	50,495	
6171	Employees Insurance	372,023	426,090	498,210	566,360	
6172	Retiree Medical Insurance	1,315	16,049	15,560	31,075	
6181	Compensation Insurance	212,666	248,656	265,415	280,235	
	SUBTOTAL PERSONNEL	4,240,804	4,739,789	5,479,955	6,011,380	
6211	Communications	6,026	5,766	6,000	6,000	
6221	Training & Transportation	13,215	22,197	13,000	13,000	
6251	Other Agency Services	263	202	500	500	
6281	M&R Machinery & Equipment	392	0	0	0	
6291	Other Contractual Services	967,794	865,134	2,300,200	2,300,200	
	SUBTOTAL CONTRACTUAL	987,690	893,299	2,319,700	2,319,700	
6391	Other Material & Supplies	37,658	38,768	40,000	40,000	
	SUBTOTAL COMMODITIES	37,658	38,768	40,000	40,000	
6511	Equipment Rental, City	402,985	429,605	479,345	501,935	
	SUBTOTAL FIXED CHARGES	402,985	429,605	479,345	501,935	
6641	Machinery & Equipment	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
	TOTAL	<u>5,669,137</u>	<u>6,101,461</u>	<u>8,319,000</u>	<u>8,873,015</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	25.00		25.00	
0790	Police Investigative Specialist	1.00		1.00	
0860	Traffic Services Specialist	1.00		1.00	
1270	Senior Parking Control Officer	2.00		2.00	
3900	Parking Control Officer	5.00		5.00	
7330	Senior Office Assistant	4.00		4.00	
	TOTAL	<u>42.00</u>	<u>0.00</u>	<u>42.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Training	011-334			
Statement of Purpose				
<p><i>To develop and provide high quality training programs designed to facilitate the delivery of effective, efficient and responsive police services to the community.</i></p> <p>The Training division continuously assesses the department's training needs, ensures compliance with state and federal training requirements, provides training to employees and maintains training records.</p>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Established a dedicated Training Room for teaching Arrest and Control * Implemented the Santa Ana Police Athletic and Activities League (SAPAAL) * Increased the number of Reserve Officers by 66% * Implemented the Functional Fitness program in conjunction with the department's Wellness Program * Replaced the department's video equipment and editing studio * Developed 10 remedial training classes covering firearms safety, officer survival, and safe driving * Recertified department personnel in Mobil Field Force tactics, Racial Profiling, Sexual Harassment, and NIMS 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve and update courses offered at the Training Center to enhance professional development * Continue to increase the size and expertise of the Reserve Program * Acquire instructor certification and equipment for the department's functional fitness program * Expand the number of programs and youths served by the SAPAAL program * Change the Corporal job description requiring Corporals to become Field Training Officers * Increase the production of police instructional DVDs by 10% 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of onsite POST training hrs - SAPD Personnel	6,056	7,500	8,290	7,282
# of onsite POST training hrs - Outside Personnel	1,481	1,500	5,709	2,897
# of S.A.P.D. employees attending	542	565	473	527
# of outside agency employees attending	146	180	313	213
# of onsite STC training hrs - SAPD Jail Personnel	6,404	6,500	5,168	6,024
# of onsite Jail employees attending	587	408	460	485
# of video productions produced	15	15	15	15
# of non-POST training hrs - all personnel	8,685	8,750	8,766	8,734
Effectiveness				
% POST compliance rate	100%	100%	100%	100%
% STC compliance rate	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Training Services		Activity 334			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,128,017	1,163,380	1,222,800	1,350,210
6131	Salaries & Wages Temporary	7,098	12,693	5,000	12,610
6141	Salaries & Wages-Overtime	24,893	21,307	20,800	20,800
6151	Retirement Plan	204,612	225,159	247,255	266,655
6161	Medicare Insurance	13,287	13,466	13,920	17,045
6171	Employees Insurance	141,974	144,669	154,325	148,815
6172	Retiree Medical Insurance	757	5,887	5,545	10,805
6181	Compensation Insurance	83,356	88,994	93,655	99,705
	SUBTOTAL PERSONNEL	1,603,994	1,675,555	1,763,300	1,926,645
6211	Communications	1,818	3,903	3,500	3,500
6221	Training & Transportation	42,450	62,064	71,950	76,950
6222	Training & Tuition	35,470	28,539	40,000	40,000
6251	Other Agency Services	435	620	1,200	1,200
6291	Other Contractual Services	43,115	119,778	130,000	216,100
	SUBTOTAL CONTRACTUAL	123,288	214,904	246,650	337,750
6391	Other Material & Supplies	82,028	342,350	130,130	201,610
	SUBTOTAL COMMODITIES	82,028	342,350	130,130	201,610
6511	Equipment Rental, City	13,840	32,880	44,380	44,875
	SUBTOTAL FIXED CHARGES	13,840	32,880	44,380	44,875
6641	Machinery & Equipment	0	0	0	0
6661	Computer Software	0	516	0	0
	SUBTOTAL CAPITAL	0	516	0	0
6771	Capitalized Lease Obligations	0	0	0	51,350
	SUBTOTAL DEBT SERVICE	0	0	0	51,350
	TOTAL	1,823,150	2,266,205	2,184,460	2,562,230

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	5.00		5.00	
3820	Rangemaster	2.00		2.00	
0370	Correctional Supervisor	1.00		1.00	
6320	Video Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	13.00	0.00	13.00	0.00

GENERAL FUND

POLICE DEPARTMENT Professional Standards	PROGRAM 011-335			
Statement of Purpose				
<p><i>A Professional Standards Division committed to the preservation of organizational integrity, community confidence, individual responsibility and professional development.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided training for department supervisors on administrative investigations and administrative report writing * Streamlined the Protocol for investigations of officer involved accidental and vicious dog shootings * Continued as the one point of review for all use of force administrative investigations * The division has continued to assist supervisors and managers with administrative investigations * Audits have been completed regarding narcotics, narcotics test kits, money, MCT, Internet, and Evidence * Developed and implemented a Jail use of force form and documentation procedures 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue with a proactive and balanced approach to organizational audits * Continue to provide quarterly roll-call and as needed training for Patrol and Jail Division Supervisors * Professional Standards staff to complete LAPD audit training program * Review and update applicable department policies and protocol * Continue to review use of force incidents to identify potential liability and/or training issues 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of IA investigations completed within 90 days	51%	70%	70%	70%
# of audits:				
MCT	1	1	1	1
Evidence	2	1	2	2
Internet/E-mail	1	1	1	1
Other	1	3	3	3
# of supervisors receiving training	154	24	185	100
# of personnel receiving training	NA	453	450	450
# of Pitchess Motions	43	50	55	60
# of Civil Claims	50	51	60	60

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Professional Standards					Activity	335
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	688,234	721,148	593,135	650,885	
6131	Salaries & Wages Temporary	9,898	31,636	29,000	40,000	
6141	Salaries & Wages-Overtime	29,774	48,388	19,950	19,950	
6151	Retirement Plan	133,851	148,712	129,265	135,845	
6161	Medicare Insurance	6,703	9,861	7,050	10,350	
6171	Employees Insurance	68,807	66,062	75,425	74,995	
6172	Retiree Medical Insurance	829	3,657	2,835	5,425	
6181	Compensation Insurance	58,313	58,379	41,715	43,585	
	SUBTOTAL PERSONNEL	996,409	1,087,843	898,375	981,035	
6211	Communications	3,359	3,542	3,480	3,480	
6221	Training & Transportation	1,901	6,066	6,260	6,260	
6251	Other Agency Services	1,606	942	2,000	2,000	
6291	Other Contractual Services	1,055	3,104	7,000	4,000	
	SUBTOTAL CONTRACTUAL	7,921	13,654	18,740	15,740	
6391	Other Material & Supplies	6,401	9,828	6,900	9,900	
	SUBTOTAL COMMODITIES	6,401	9,828	6,900	9,900	
6511	Equipment Rental, City	10,825	12,725	12,890	12,980	
	SUBTOTAL FIXED CHARGES	10,825	12,725	12,890	12,980	
6641	Machinery & Equipment	199	0	0	0	
	SUBTOTAL CAPITAL	199	0	0	0	
	TOTAL	1,021,755	1,124,050	936,905	1,019,655	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	3.00		3.00		
3200	Police Officer	1.00		1.00		
7310	Sr Legal Secretary	1.00		1.00		
1620	Deputy City Attorney II	0.50		0.50		
	TOTAL	5.50	0.00	5.50	0.00	

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Field Operations	011-337			
Statement of Purpose				
<i>To provide effective police services to the community using a community-oriented policing approach.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Initiated the Bishop Manor Problem Oriented Policing Task Force * Initiated the Townsend Street Problem Oriented Policing Task Force * Successfully managed weekend and holiday cruising activities along the Bristol Street corridor * Facilitated increased communications among neighborhood associations * Implemented a comprehensive 4th of July illegal fireworks program * Managed large scale protest activities associated with May Day celebrations * Continued support of Traffic Bureau S.T.E.P. Grant through the Office of Traffic Safety * Successfully expanded "Kidsworks" Community Outreach Center to Southwest Community Center 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement electronic disseminate of roll call information * Complete Response Phase of Bishop Manor Problem Oriented Policing Project * Complete Response Phase of Townsend Street Problem Oriented Policing Project * Expand "Kidsworks" Community Outreach Center to the Townsend Street POP Project * Ensure active participation in the Traffic Enforcement Grants; DUI enforcement * Expand "Kidsworks" Community Outreach Centers to (2) more sites within the Southcoast District * Initiate bureau-wide Continuous Improvement Process evaluation * Provide succession/career development training to commanders through advanced management/leadership courses 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of calls for services	204,990	189,367	195,000	190,000
# of arrests	12,603	13,059	13,000	13,800
# of K-9 high risk searches	615	500	400	500
Efficiency				
% of emergency calls for service responded to in under 9 minutes	79%	79%	79%	80%
Effectiveness				
# of patrol officer hours saved by use of K-9	5,000	5,000	5,000	5,000
% of felony cases filed	95%	93%	95%	96%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Field Operations					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	19,915,145	19,999,517	20,145,545	21,528,100	
6113	Salaries Retirement	626,418	176,419	600,000	650,000	
6131	Salaries & Wages Temporary	57,055	57,813	65,000	66,200	
6141	Salaries & Wages-Overtime	1,720,288	1,355,817	733,975	733,975	
6151	Retirement Plan	4,043,414	4,232,287	4,347,170	5,187,115	
6161	Medicare Insurance	246,107	250,773	232,305	288,340	
6171	Employees Insurance	2,481,701	2,423,823	2,593,005	2,800,205	
6172	Retiree Medical Insurance	311	95,148	90,460	158,375	
6181	Compensation Insurance	<u>1,638,839</u>	<u>1,702,010</u>	<u>1,655,520</u>	<u>1,687,105</u>	
	SUBTOTAL PERSONNEL	30,729,278	30,293,607	30,462,980	33,099,415	
6201	Utilities	5,775	4,583	4,000	4,000	
6211	Communications	38,637	57,627	48,780	48,780	
6221	Training & Transportation	46,674	58,141	50,050	50,050	
6251	Other Agency Services	1,746	1,214	1,200	1,200	
6291	Other Contractual Services	100,284	312,112	406,460	466,460	
6294	Building Leases	<u>5,501</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	198,617	433,677	510,490	570,490	
6391	Other Material & Supplies	<u>43,859</u>	<u>62,639</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	43,859	62,639	20,000	20,000	
6511	Equipment Rental, City	1,859,230	1,835,170	1,940,170	2,038,805	
6521	Liability Insurance	3,880,970	4,113,830	4,360,660	4,360,660	
6571	Buildings Rental	<u>5,875</u>	<u>6,240</u>	<u>6,675</u>	<u>7,140</u>	
	SUBTOTAL FIXED CHARGES	5,746,075	5,955,240	6,307,505	6,406,605	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	<u>1,574</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	1,574	0	0	0	
6771	Capitalized Lease Obligations	<u>1,635</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	1,635	0	0	0	
	TOTAL	<u><u>36,721,038</u></u>	<u><u>36,745,163</u></u>	<u><u>37,300,975</u></u>	<u><u>40,096,510</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3360	Police Captain	1.00		1.00		
3350	Police Lieutenant	7.00		7.00		
3300	Police Sergeant	25.00		25.00		
3200	Police Officer	186.00		186.00		
3800	Police Service Officer	5.00		5.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>225.00</u></u>	<u><u>0.00</u></u>	<u><u>225.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Information Systems		011-338		
Statement of Purpose				
<p><i>Provide crime analysis and information systems support services to over 700 end users.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Continued installation of new Positron CAD (Computer Aided Dispatch) system * Continued implementation of a wireless network funded through COPS 98 Grant * Continued enhancement of Report Writing Module * Continued CMS (Case Management System) implementation * Completed installation of JLT in-car computer system for all police vehicles * Continued implementation of automated booking solution (Visiphor) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete Positron CAD implementation * Complete implementation of Most Wanted Data Base to all effected bureaus * Continue to upgrade or replace computer related equipment that has reached its end-of-life cycle * Complete wireless network implementation * Complete implementation of 4.9 GHZ Ad-Hoc Wireless Network within first responder vehicles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level % of 24-hour computer services & support	90%	92%	94%	99%
Efficiency % of time information system was available % of time technical support provided	99% 100%	99% 100%	99% 100%	99% 100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Information Systems					Activity	338
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,163,771	1,149,162	1,320,605	1,331,705	
6131	Salaries & Wages Temporary	4,523	0	0	0	
6141	Salaries & Wages Overtime	20,223	21,586	30,675	30,675	
6151	Retirement Plan	156,540	159,060	219,230	193,150	
6161	Medicare Insurance	11,740	10,480	10,045	17,830	
6171	Employees Insurance	133,883	128,269	154,060	152,590	
6172	Retiree Medical Insurance	2,998	7,851	8,120	14,715	
6181	Compensation Insurance	<u>50,701</u>	<u>50,160</u>	<u>39,225</u>	<u>51,360</u>	
	SUBTOTAL PERSONNEL	1,544,379	1,526,568	1,781,960	1,792,025	
6211	Communications	5,418	6,341	6,500	6,500	
6221	Training & Transportation	14,354	11,670	14,910	14,910	
6251	Other Agency Services	700	350	1,000	1,000	
6291	Other Contractual Services	<u>247,689</u>	<u>331,009</u>	<u>650,020</u>	<u>650,020</u>	
	SUBTOTAL CONTRACTUAL	268,161	349,370	672,430	672,430	
6391	Other Material & Supplies	<u>40,277</u>	<u>61,826</u>	<u>39,700</u>	<u>39,700</u>	
	SUBTOTAL COMMODITIES	40,277	61,826	39,700	39,700	
6511	Equipment Rental, City	<u>16,165</u>	<u>41,490</u>	<u>13,980</u>	<u>17,440</u>	
	SUBTOTAL FIXED CHARGES	16,165	41,490	13,980	17,440	
6641	Machinery & Equipment	10,490	0	0	0	
6661	Computer Software	<u>9,527</u>	<u>1,384</u>	<u>0</u>	<u>19,250</u>	
	SUBTOTAL CAPITAL	20,017	1,384	0	19,250	
	TOTAL	<u>1,888,999</u>	<u>1,980,638</u>	<u>2,508,070</u>	<u>2,540,845</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3380	Technology Support Administrator	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
2930	Police Systems Manager (1)	0.00		1.00	
0990	Senior Systems Administrator	1.00		1.00	
6470	Systems Support Analyst (2)	1.00		0.00	
1470	Senior Programmer Analyst	1.00		1.00	
3990	Crime/Research Analyst	4.00		4.00	
1060	Systems Technician-WNT	1.00		1.00	
0020	Micro Systems Technician	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>15.00</u>	<u>0.00</u>	<u>15.00</u>	<u>0.00</u>

(1) New position
(2) Eliminated 1 position

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Animal Services		011-339		
Statement of Purpose				
<p><i>To ensure the public safety, promote the health and welfare of animals, and provide for a safe and healthy environment for people and their pets through educational outreach and law enforcement.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Received Best Practices Award 2006 from American Humane Society for Spay/Neuter Program * Held spay/neuter event and completed 62 free surgeries for Santa Ana residents * Pet Amigos Education taught at 9 schools and one after school program * Completed agreement w/City of SA for use of Spay/Neuter penalties to fund surgeries * Obtained CDBG Funding for Spay/Neuter Program via nonprofit partner SAFA * Held monthly section meetings for training A/S personnel * Added donation box to license renewal forms to generate revenue for Santa Ana Friends for the Animals * Modified SAMC Chapter 5 and added several new animal related sections * Conducted bee removal policy training for roll calls 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue Pet Amigos program in SAUSD if budget permits * Fill vacant ASO I position * Continue free spay/neuter efforts via SAFA * Make any necessary changes to Chapter 5 of SAMC * Continue roll call training on various topics 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of service calls handled	8,248	8,914	8900	8,700
# of enforcement actions taken	682	671	400	400
# of animal impounds	3,649	4,099	4100	3,800
# of animals adopted/rescued	1,146	1,612	1,250	1,600
# of educational presentations given	157	72	57	54
# of adoption events held	38	24	21	2
# of telephone calls handled	9,521	9,238	10,500	9,500

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Animal Services		Activity 339			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	262,174	240,988	293,295	329,415
6131	Salaries & Wages-Temporary	73,851	73,288	75,000	80,765
6141	Salaries & Wages-Overtime	7,806	7,449	4,055	4,055
6151	Retirement Plan	20,566	19,421	25,865	26,410
6161	Medicare Insurance	4,992	4,590	4,225	5,235
6171	Employees Insurance	48,221	44,146	58,755	61,110
6172	Retiree Medical Insurance	335	1,498	1,635	2,670
6181	Compensation Insurance	<u>32,273</u>	<u>28,922</u>	<u>34,265</u>	<u>37,055</u>
	SUBTOTAL PERSONNEL	450,218	420,302	497,095	546,715
6211	Communications	2,149	1,571	1,600	1,600
6221	Training & Transportation	590	609	600	600
6251	Other Agency Services	269	269	200	200
6291	Other Contractual Services	365,329	161,573	441,670	441,670
6294	Building Leases	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	368,337	164,022	444,070	444,070
6391	Other Material & Supplies	<u>4,278</u>	<u>4,608</u>	<u>9,275</u>	<u>9,275</u>
	SUBTOTAL COMMODITIES	4,278	4,608	9,275	9,275
6511	Equipment Rental, City	<u>43,631</u>	<u>49,190</u>	<u>49,930</u>	<u>53,325</u>
	SUBTOTAL FIXED CHARGES	43,631	49,190	49,930	53,325
	TOTAL	<u>866,464</u>	<u>638,122</u>	<u>1,000,370</u>	<u>1,053,385</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3930	Animal Service Officer II	1.00		1.00	
3920	Animal Service Officer I	3.00		3.00	
7360	Senior Office Specialist	<u>1.00</u>		<u>1.00</u>	
		<u>5.00</u>	<u>0.00</u>	<u>5.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
District Investigations	011-340			
Statement of Purpose				
<p><i>To apprehend and prosecute criminals through professional and comprehensive criminal investigation, recover and return property, and the recognition and solution of persistent community problems.</i></p> <p>The District Investigations Division is responsible for the investigation of all robberies, burglaries, vehicle thefts, selected assaults and all thefts. In addition, the division investigates major fraud, credit card crimes, identity thefts and forgeries. The division coordinates court appearances and prosecution of criminals, reviews crime reports and tracks criminal cases.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Implemented the Investigative Development and Support Program (IDSP) * Implementation of the Property Crimes DNA Project * Ten Most Wanted Website - In an effort to reach out to the community and help identify serious offenders, the Ten Most Wanted website is an interactive effort utilizing modern technology to better educate and work collaboratively with citizens. * Proactive Enforcement - On-going enforcement methods were used to increase the number of criminals arrested. Advance technology such as the License Plate Reader (LPR) are utilized by Auto Theft Detectives to identify stolen vehicles and apprehend the suspects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct special operations at recycling centers on a quarterly basis * Fully integrate Countywide Electronic subpoena processing system * Implement a Victim's Bill of Rights * Continued support for the Investigative Development and Support Program * Establish partnerships with specific business enterprises 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases presented to D.A. by Prosecution Unit	9,620	8,978	8,884	8,950
# of business/community meetings	N/A	N/A	N/A	10
# of education/community awareness presentations	N/A	N/A	4	6
Efficiency				
# of cases refused by the District Atty's Office	498	620	686	448
# of Special Enforcement operations	N/A	N/A	6	10
Avg. monthly Arrest by Detectives	2	3	6	6
Avg. # of cases cleared per month, per Detective	12	12	14	14
Effectiveness				
% rate of criminal filings	95%	93%	92%	95%
# of victims notified by mail	N/A	N/A	N/A	800
% of assigned cases-victims called within 48 hrs	N/A	N/A	N/A	100%
# of arrest by Detectives during Special Enforcement Operations	N/A	N/A	N/A	25
# of officers participating in IDSP	N/A	N/A	10	10

GENERAL FUND

POLICE DEPARTMENT					FUND	11
District Investigations					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	3,045,983	2,862,550	2,463,725	2,912,475	
6131	Salaries & Wages-Temporary	41,214	59,482	60,000	50,750	
6141	Salaries & Wages-Overtime	141,819	100,375	90,720	90,720	
6151	Retirement Plan	575,380	545,800	340,585	608,340	
6161	Medicare Insurance	31,984	33,444	33,035	40,950	
6171	Employees Insurance	372,604	357,980	442,570	378,710	
6172	Retiree Medical Insurance	1,844	14,497	13,815	23,460	
6181	Compensation Insurance	<u>222,463</u>	<u>195,619</u>	<u>224,845</u>	<u>194,930</u>	
	SUBTOTAL PERSONNEL	4,433,291	4,169,747	3,669,295	4,300,335	
6211	Communications	7,331	6,788	8,300	8,300	
6221	Training & Transportation	19,950	23,526	28,000	28,000	
6224	Travel for Investigation	3,172	2,904	4,000	4,000	
6251	Other Agency Services	397	273	500	500	
6291	Other Contractual Services	<u>16,104</u>	<u>23,566</u>	<u>23,700</u>	<u>23,700</u>	
	SUBTOTAL CONTRACTUAL	46,954	57,057	64,500	64,500	
6391	Other Material & Supplies	<u>19,307</u>	<u>37,882</u>	<u>20,000</u>	<u>20,000</u>	
	SUBTOTAL COMMODITIES	19,307	37,882	20,000	20,000	
6511	Equipment Rental, City	<u>81,215</u>	<u>130,585</u>	<u>83,195</u>	<u>78,665</u>	
	SUBTOTAL FIXED CHARGES	81,215	130,585	83,195	78,665	
6641	Machinery & Equipment	<u>4,826</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	4,826	0	0	0	
	TOTAL	<u>4,585,593</u>	<u>4,395,271</u>	<u>3,836,990</u>	<u>4,463,500</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	18.00		18.00	
3990	Crime/Research Analyst	0.00		0.00	
0790	Police Investigative Specialist	4.00		4.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	<u>5.00</u>		<u>5.00</u>	
	TOTAL	<u>31.00</u>	<u>0.00</u>	<u>31.00</u>	<u>0.00</u>

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Crimes Against Persons		011-341		
Statement of Purpose				
<p><i>The Crimes Against Persons Division is dedicated to building partnerships and working in collaboration to protect the community through the effective investigation of crimes, apprehension of criminals, and assistance to crime victims and their families.</i></p> <p>The Crimes Against Persons Division investigates homicides, felonious assaults, child abuse, domestic violence, sexual assaults, gang crimes, kidnapping, missing persons, hate crime as well as threats and weapons violations. The Division is responsible for registering and tracking habitual sexual offenders, provides diversionary programs for youthful offenders, and facilitates counseling for crime victims and their families.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established quarterly Investigations Bureau meetings * Received grant funding for gang injunction enforcement and Domestic Violence enforcement and intervention. The result is an increase in the safety and security of our citizens through high quality services, problem solving and prevention. * Implemented the Graffiti Trackers Program which has significantly improved our ability to apprehend and prosecute graffiti offenders by using the latest in law enforcement technology to proactively address community concerns. * Arrested 41 individuals for murder. This has resulted in a safer community, a reduction in fear for our citizens, and a sense of closure for victim's families in support of our mission to provide professional law enforcement services with compassion & concern. * Focused gang suppression resources toward the prosecution of T.A.R.G.E.T. offenders to reduce community fear and enhance public safety. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Conduct two citywide sex offender monitoring enforcement operations * Implement a Juvenile and Missing Persons Database * Maintain a minimum of 20 Gang Recognition Specialist's (GRS) in training * Utilize non-traditional enforcement strategies to target illegal street gang members * Create an anti-graffiti campaign video for use at public meetings and schools * Staff a minimum of 325 overtime man-hours in the Safety Zone and enforce all laws pertaining to the Santa Nita Gang Injunction * Meet quarterly with ICE officials to share information and strategies for addressing gang crime 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of cases assigned	5,355	2,893	5,410	5,450
# of arrests	614	1,149	675	700
# of juvenile referrals	350	171	175	180
# of missing persons	1,789	1,620	1,650	1,650
# of citywide sex offender monitoring enforcement operations completed	0	1	2	2
# of meetings with ICE officials	0	1	3	4
Efficiency				
% of investigations begun within 5 days	90%	90%	95%	98%
% of victims contacted within 10 days of case assignments	92%	92%	94%	98%
Effectiveness				
% of arrest to complaints	95%	95%	95%	95%

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Crimes Against Persons		Activity 341			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	3,108,677	3,852,926	4,459,475	5,631,690
6131	Salaries & Wages-Temporary	57,089	102,502	100,000	139,570
6141	Salaries & Wages-Overtime	616,794	1,099,953	171,245	171,245
6151	Retirement Plan	605,606	796,472	1,073,555	1,303,315
6161	Medicare Insurance	35,963	47,937	47,190	71,620
6171	Employees Insurance	361,749	447,617	512,710	729,585
6172	Retiree Medical Insurance	937	19,304	25,000	43,255
6181	Compensation Insurance	255,572	347,973	298,535	425,505
	SUBTOTAL PERSONNEL	5,042,387	6,714,684	6,687,710	8,515,785
6211	Communications	11,649	12,699	12,700	12,700
6221	Training & Transportation	20,956	30,913	33,000	33,000
6224	Travel for Investigation	23,290	19,842	15,000	15,000
6251	Other Agency Services	415	225	500	500
6291	Other Contractual Services	68,079	73,201	80,000	80,000
	SUBTOTAL CONTRACTUAL	124,389	136,880	141,200	141,200
6391	Other Material & Supplies	11,488	40,179	33,420	45,420
	SUBTOTAL COMMODITIES	11,488	40,179	33,420	45,420
6511	Equipment Rental, City	125,765	206,370	212,865	220,705
	SUBTOTAL FIXED CHARGES	125,765	206,370	212,865	220,705
6641	Machinery & Equipment	0	0	0	40,000
6661	Computer Software	2,688	40	0	0
	SUBTOTAL CAPITAL	2,688	40	0	40,000
	TOTAL	5,306,717	7,098,153	7,075,195	8,963,110

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3360	Police Captain	1.00		1.00	
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	4.00		4.00	
3200	Police Officer	39.00		39.00	
0790	Police Investigative Specialist	5.00		5.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	53.00	0.00	53.00	0.00

GENERAL FUND

POLICE DEPARTMENT Special Investigations	PROGRAM 011-342			
Statement of Purpose				
<p><i>To respond to community concerns of drug trafficking and related criminal activities.</i></p> <p>This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement and by investigating and arresting career criminals.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Identified and prosecuted mid-level drug dealers and major narcotic violators * Seized assets from mid-level drug dealers and major narcotic violators * Implemented a multi-agency task force with the FBI, ATF, State Parole, U.S. Attorney's Office & U.S. Marshals to identify and prosecute career criminal enterprises * Seized \$9,696,236 in U.S. currency * Reduced crime perpetrated by career criminals/parolees by sending 222 criminals back to jail * Strike Force Team handled over 200 deployments and helped to remove over 676 felons from the streets * Special Investigations detectives made 781 misdemeanor arrests and 816 felony arrests 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Federal, State & local law enforcement agencies in identifying & prosecuting mid-level & major narcotic violations and money laundering operations * Continue using new technology as a means to impact narcotic trafficking and money laundering * Continue working with Field Operations in identifying street-level narcotic dealers * Continue investigating crimes committed by career criminals * Continue complex investigations surrounding criminal enterprises * Increase violent crime enforcement with arrests by 7% * Increase use of electronic surveillance equipment * Improve the working relationship with Crime Analysis Unit to identify sources of criminal activity 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of complaints processed	200	251	150	150
# of narcotic arrests	354	523	500	500
# of career criminal arrests	75	104	80	80
# of Strike Force arrests	1,075	997	900	900
Efficiency				
# of asset seizures	111	77	50	50
# of search warrants issued	42	25	25	25
% of assigned/referred drug complaints in 3 days	90%	90%	90%	90%
Effectiveness				
# of asset forfeiture filings	61	71	50	50

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Special Investigations		Activity 342			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,054,158	3,139,896	3,622,780	3,591,355
6131	Salaries & Wages-Temporary	18,099	19,178	20,000	20,000
6141	Salaries & Wages-Overtime	239,463	263,552	209,230	209,230
6151	Retirement Plan	432,844	683,804	843,585	867,900
6161	Medicare Insurance	21,915	39,586	33,070	43,500
6171	Employees Insurance	231,163	357,840	489,225	442,860
6172	Retiree Medical Insurance	311	15,183	12,655	27,280
6181	Compensation Insurance	183,591	281,115	247,715	282,355
	SUBTOTAL PERSONNEL	3,181,544	4,800,154	5,478,260	5,484,480
6211	Communication	14,298	12,924	15,000	15,000
6221	Training & Transportation	11,498	33,208	19,275	19,275
6251	Other Agency Services	443	495	500	500
6291	Other Contractual Services	140,618	199,131	206,420	206,420
	SUBTOTAL CONTRACTUAL	166,857	245,758	241,195	241,195
6382	Gas & Diesel	3,327	6,266	4,000	7,000
6391	Other Material & Supplies	13,966	23,176	31,400	28,400
	SUBTOTAL COMMODITIES	17,293	29,442	35,400	35,400
6511	Equipment Rental, City	17,761	26,305	19,685	39,755
	SUBTOTAL FIXED CHARGES	17,761	26,305	19,685	39,755
	TOTAL	3,383,455	5,101,659	5,774,540	5,800,830

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	3.00		3.00	
3200	Police Officer	27.00		27.00	
3990	Crime/Research Analyst	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	33.00	0.00	33.00	0.00

GENERAL FUND

POLICE DEPARTMENT Property & Evidence	PROGRAM 011-343			
Statement of Purpose				
<p><i>To provide centralized issuance, tracking, and support services for department equipment, vehicles, supplies and evidence handling requirements.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Evidence audits conducted and section overall effectiveness increased by 21%. To ensure the security and proper processing of property and evidence, monthly management audits were conducted, results documented and all items accounted for. In early 2008, POST conducted a (2) day audit of the section. They were impressed and have recommended Santa Ana as a referral site for best practices for other police departments. Evidence staff also increased their overall effectiveness by 21%, as the quantity of processed outgoing items greatly increased, thus surpassing the overall amount of incoming items. * Provided quality customer service while facilitating multiple support services projects, dealing with vehicle fleet, uniforms and equipment. To ensure all vehicle, uniform and equipment or supply needs of 720+ police employees were handled on a timely basis, quality customer service continued to be the mission and focus of the Central Distribution Center. This included coordination of projects such as the zylon vest replacement program and credit voucher, mobile digital camera purchase and installation in Sergeant patrol cars, uniform bid specification update, and new patrol decal, fire extinguisher and trunk box installations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Team with Investigation Bureau to implement an improved evidence weapon's processing system. This teamwork will optimize staff time to research and process each evidence weapon by using improved tracking and accountability methods, better communication between divisions, and result in faster turnaround times between initial weapon booking and approval for final destruction or release. * Focus on vehicle fleet condition, including the washing and detailing of cars, while expediting maintenance and changeovers through City Fleet Services. Availability of well-equipped and maintained police vehicles is essential to field police operations. The Central Distribution Center will direct (2) full-time staff positions to focus on the overall condition of the 250+ vehicle fleet to extend our commitment to providing quality customer service with these assets. * Implement a process to streamline CDC equipment issuance paperwork. There is a duplication of effort and too much manual paperwork currently generated by CDC staff related to equipment issuance. A system will be developed to create more staff efficiency in this area. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of property & evidence items processed	43,866	63,502	76,544	80,000
# of vehicles transported	1,887	1,891	2,058	2,100
# of supply or equipment requests processed	34,162	27,994	27,571	28,000
Efficiency				
% of new evidence processed within 18 hours (M-F)	87%	87%	87%	90%
% of supply & equip. requests processed within 24 hrs	83%	81%	83%	85%
% of vehicles transported for repair within 24 hours	88%	86%	88%	90%
Effectiveness				
% of outgoing evidence items compared to incoming items	79%	100%	114%	117%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Property & Evidence					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	649,878	723,190	913,605	1,043,760	
6131	Salaries & Wages-Temporary	28,664	69,336	60,000	67,550	
6141	Salaries & Wages-Overtime	19,525	28,086	2,820	2,820	
6151	Retirement Plan	51,246	60,396	76,815	83,495	
6161	Medicare Insurance	8,196	9,724	11,315	13,120	
6171	Employees Insurance	109,062	117,698	175,305	186,405	
6172	Retiree Medical Insurance	0	3,550	4,795	7,650	
6181	Compensation Insurance	15,675	21,287	11,765	12,825	
	SUBTOTAL PERSONNEL	882,246	1,033,267	1,256,420	1,417,625	
6211	Communications	1,880	2,273	2,500	3,000	
6221	Training & Transportation	5,298	1,922	4,000	4,000	
6251	Other Agency Services	1,323	542	600	600	
6291	Other Contractual Services	43,279	41,979	70,000	69,500	
	SUBTOTAL CONTRACTUAL	51,780	46,716	77,100	77,100	
6311	Office Supplies	574	0	0	0	
6391	Other Material & Supplies	507,482	722,036	435,700	547,700	
	SUBTOTAL COMMODITIES	508,056	722,036	435,700	547,700	
6511	Equipment Rental, City	17,796	22,715	24,210	29,800	
	SUBTOTAL FIXED CHARGES	17,796	22,715	24,210	29,800	
6631	Impr Other Than Bldg	0	160	0	0	
6661	Computer Software	0	282	0	0	
	SUBTOTAL CAPITAL	0	442	0	0	
	TOTAL	1,459,878	1,825,176	1,793,430	2,072,225	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6190	Police Property & Facility Manager	1.00		1.00	
3200	Police Officer	2.00		2.00	
0801	Police Evidence & Supply Supervisor	2.00		2.00	
0799	Police Evidence & Supply Specialist	9.00		9.00	
	TOTAL	14.00	0.00	14.00	0.00

GENERAL FUND

POLICE DEPARTMENT	PROGRAM			
Forensic Services	011-344			
Statement of Purpose				
<i>To provide comprehensive forensic services supporting the department goals, while meeting judicial system requirements.</i>				
Accomplishments in FY 2006-07 and FY 2007-08				
<ul style="list-style-type: none"> * Implemented a long-term plan that significantly reduced latent fingerprint backlog. Through teamwork problem-solving, an antiquated system of print identification reporting was revised to expedite pertinent information to detectives. The result is an increase in subjects being identified for crimes being committed against the citizens of Santa Ana and thus contributing to the City's safety and security. * In collaboration with OC Dist. Atty's office, Implemented Property Crimes DNA Project. In a cooperative effort between agencies, this program created and began applying cutting edge technology to volume crimes. The success rate has been impressive with more than 50% of cases being prosecutorially filed. This use of technology directly promotes the department's goal of optimizing workforce effectiveness through the use of technology. * Instituted a voluntary Psychological services program for CSI personnel. This program supplements staffs' well-being by supporting the individual and promoting a working environment that recognizes and is sensitive to the needs of the employees. The implementation of this program advances the department's mission to retain highly-skilled and motivated employees. * Developed a training manual for new personnel for accountability and ensure appropriate training is received. To ensure that the continued quality of forensic services provided to the citizens of Santa Ana is maintained, the training manual both sets a standard for services and simultaneously demands that the standards are met for each new hire. This standardized training model again speaks directly to the city's goal of recruiting and retaining a highly-skilled workforce. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Create procedure to track DNA requests to ensure appropriate follow-up investigation & accountability. These new procedures will provide a formalized look at work productivity and effectiveness as it pertains to DNA collection and analysis. It will allow forensic personnel to reflect upon which forensic opportunities are best, thus optimizing effectiveness through proper tracking of technology. * Develop a policy and procedures manual specifically for Forensic Services. By standardizing policy and procedure the Forensic Section is ensuring that a quality minimum is set and enforced. This will assist in both further maintaining and providing quality forensic services to the citizens of Santa Ana. * Implement a department-wide DIMS upgrade to allow for audio evidence upgrade. Due to an exponential increase in digital audio evidence possibilities, a means to securely store said items is necessary. The implementation of a DIMS upgrade will allow for this increase in evidence collection, while utilizing the newest technology to enhance retrieval and archive efficiency. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of field service calls	4,943	4,872	5,000	5,000
# of photos processed	56,703	72,000	80,000	55,000
# of latent print cases worked	358	936	700	700
# of latent print case matches	135	448	350	350
# of IBIS hits	216	215	225	300
Efficiency				
% of photo work completed within 5 days	100%	100%	100%	100%
% of latent work completed within 14 days	41%	75%	75%	100%
% of firearms work completed within 14 days	100%	85%	90%	100%
Effectiveness				
% of CAL-ID latent hit ratio	49%	48%	49%	50%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Forensic Services					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,151,432	1,279,590	1,287,365	1,462,805	
6131	Salaries & Wages-Temporary	81,234	69,115	70,000	85,875	
6141	Salaries & Wages-Overtime	58,912	89,374	50,380	50,380	
6151	Retirement Plan	88,045	100,603	107,515	116,950	
6161	Medicare Insurance	13,350	14,601	12,945	16,235	
6171	Employees Insurance	181,557	188,425	212,865	222,350	
6172	Retiree Medical Insurance	311	6,533	5,800	10,780	
6181	Compensation Insurance	<u>21,492</u>	<u>20,475</u>	<u>35,915</u>	<u>38,935</u>	
	SUBTOTAL PERSONNEL	1,596,333	1,768,716	1,782,785	2,004,310	
6211	Communications	1,668	1,451	1,800	1,800	
6221	Training & Transportation	8,094	30,914	31,700	31,700	
6251	Other Agency Services	620	745	835	835	
6291	Other Contractual Services	<u>1,419</u>	<u>20</u>	<u>55,400</u>	<u>64,600</u>	
	SUBTOTAL CONTRACTUAL	11,801	33,130	89,735	98,935	
6391	Other Material & Supplies	<u>21,538</u>	<u>30,000</u>	<u>25,790</u>	<u>33,290</u>	
	SUBTOTAL COMMODITIES	21,538	30,000	25,790	33,290	
6511	Equipment Rental, City	<u>57,030</u>	<u>54,375</u>	<u>54,805</u>	<u>55,445</u>	
	SUBTOTAL FIXED CHARGES	57,030	54,375	54,805	55,445	
	TOTAL	<u><u>1,686,702</u></u>	<u><u>1,886,221</u></u>	<u><u>1,953,115</u></u>	<u><u>2,191,980</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1360	Forensic Services Supervisor	1.00		1.00		
7600	Firearms Examiner	1.00		1.00		
3200	Police Officer	1.00		1.00		
3980	Forensic Specialist II	2.00		2.00		
3970	Forensic Specialist I	10.00		10.00		
1100	Police Photo/Video Specialist	1.00		1.00		
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>17.00</u></u>	<u><u>0.00</u></u>	<u><u>17.00</u></u>	<u><u>0.00</u></u>	

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Records Services		011-345		
Statement of Purpose				
<p><i>To maintain department records, provide document storage, retrieval and report required data to State agencies as mandated.</i></p> <p>This is accomplished by maintaining accurate automated and manual systems, which are current and meet the needs of the Department.</p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Completed installation and training for Inovah Cashing System * Completed installation and training for Digital Microfilm Scanner * Processed all in-custody arrest reports on time * Completed training for supervisors on CCHRS (Consolidated Criminal History Reporting System) 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Train all Department personnel on CLETS requirements as mandated by the Department of Justice * Review and update training and instructional manuals * Implement and install CLETS E-Cars System for FBI Part-I crimes and arrest data reporting * Scan all archived homicide reports 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of reports processed	54,007	51,200	53,000	54,000
# of documents scanned or filmed	522,491	545,769	560,000	560,000
# of report pages transcribed	5,713	3,841	4,500	4,700
# of CLETS messages sent	53,253	54,546	54,000	55,000
Efficiency				
% of priority reports processed within 5 days	98%	98%	99%	99%
% of other reports processed within 8 days	97%	98%	99%	99%
% of supplemental reports processed within 15 days	97%	98%	99%	99%
% of CLETS messages processed by end of shift	97%	98%	99%	99%
# personnel trained on CLETS	N/A	N/A	N/A	N/A
# manuals reviewed and updated	N/A	N/A	N/A	N/A
# homicide reports scanned	N/A	N/A	N/A	N/A
# CLETS E-Cars implemented	N/A	N/A	N/A	N/A

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Records Services					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,675,964	1,715,756	1,954,225	2,170,185	
6131	Salaries & Wages-Temporary	23,536	32,032	30,000	60,425	
6141	Salaries & Wages-Overtime	143,123	100,547	133,220	133,220	
6151	Retirement Plan	131,892	137,994	162,295	179,775	
6161	Medicare Insurance	19,717	19,971	20,000	28,460	
6171	Employees Insurance	254,224	254,087	314,920	328,730	
6172	Retiree Medical Insurance	10,667	13,599	19,620	29,345	
6181	Compensation Insurance	<u>19,954</u>	<u>20,402</u>	<u>22,475</u>	<u>24,625</u>	
	SUBTOTAL PERSONNEL	2,279,077	2,294,388	2,656,755	2,954,765	
6211	Communications	1,460	1,254	1,300	1,300	
6221	Training & Transportation	2,730	4,242	4,450	4,450	
6251	Other Agency Services	628	329	1,075	1,075	
6291	Other Contractual Services	<u>24,284</u>	<u>22,920</u>	<u>25,000</u>	<u>25,000</u>	
	SUBTOTAL CONTRACTUAL	29,102	28,745	31,825	31,825	
6391	Other Material & Supplies	<u>54,164</u>	<u>53,476</u>	<u>42,310</u>	<u>42,310</u>	
	SUBTOTAL COMMODITIES	54,164	53,476	42,310	42,310	
	TOTAL	<u>2,362,343</u>	<u>2,376,609</u>	<u>2,730,890</u>	<u>3,028,900</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3860	Police Records Manager	1.00		1.00		
7230	Police Records Supervisor	4.00		4.00		
7110	Lead Police Records Specialist	4.00		4.00		
7370	Senior Police Records Specialist	<u>27.00</u>		<u>27.00</u>		
	TOTAL	<u>36.00</u>	<u>0.00</u>	<u>36.00</u>	<u>0.00</u>	

GENERAL FUND

POLICE DEPARTMENT Communications		PROGRAM 011-346		
Statement of Purpose				
<i>To provide timely, accurate and responsive telecommunication services to the community and Police Department.</i>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Provided staff with training for the new CAD system * Provided staff with training for the new Mapping system * Rewrote and updated the Communications training manual * Hired two Communications Services Officers to fill vacant positions in the Telephone Reporting Unit 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Installation of the new CAD system * Installation of the new Mapping system * Hire additional dispatchers to fill vacancies * Provide additional report training to Telephone Reporting Unit employees 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of 911 calls processed	99,693	167,285	168,000	168,000
# of calls for service dispatched	204,990	189,367	190,000	190,000
# of telephone calls handled by TRU	43,311	38,244	39,000	39,000
# of telephone calls handled by dispatch	440,170	582,500	583,000	583,000

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Communications		Activity 346			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	2,323,972	2,554,210	3,148,025	3,370,560
6131	Salaries & Wages-Temporary	106,515	89,437	100,000	73,050
6141	Salaries & Wages-Overtime	478,822	648,278	199,200	199,200
6151	Retirement Plan	185,930	210,311	260,350	278,945
6161	Medicare Insurance	30,392	33,738	36,955	48,035
6171	Employees Insurance	400,593	431,684	579,300	595,385
6172	Retiree Medical Insurance	0	11,800	14,495	25,080
6181	Compensation Insurance	26,080	28,962	93,125	98,295
	SUBTOTAL PERSONNEL	3,552,304	4,008,420	4,431,450	4,688,550
6211	Communications	1,233	1,136	1,165	1,165
6221	Training & Transportation	1,573	7,191	1,790	1,790
6251	Other Agency Services	147	217	300	300
6291	Other Contractual Services	142,131	164,642	166,305	177,575
	SUBTOTAL CONTRACTUAL	145,084	173,186	169,560	180,830
6391	Other Material & Supplies	5,958	4,239	3,770	3,770
	SUBTOTAL COMMODITIES	5,958	4,239	3,770	3,770
6511	Equipment Rental, City	0	6,545	7,645	7,740
	SUBTOTAL FIXED CHARGES	0	6,545	7,645	7,740
	TOTAL	3,703,346	4,192,390	4,612,425	4,880,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3370	Police Communications Manager	1.00		1.00	
6180	Police Communications Supervisor	4.00		4.00	
3680	Police Services Dispatcher	31.00		31.00	
7660	Communication Services Officer	8.00		8.00	
	TOTAL	44.00	0.00	44.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Vice		011-347		
Statement of Purpose				
<p><i>To review and enforce ordinances on gaming, public decency and morals, as defined by the community, as well as to serve as a tactical and strategic planning and investigative resource for the Police Department.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Established a Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Continued enforcing state laws & local ordinances related to prostitution, indecent exposure & crimes of moral turpitude and arrested over 500 subjects for violations * Continued working with the Planning & Building Agency on improving the development review process * Continued providing education in the enforcement of laws that apply to ABC licensed businesses 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with the Planning & Building Agency on improving the development review process * Continue providing education in the enforcement of laws that apply to ABC licensed businesses * Continue working with the Computer Forensics Unit to assist in the investigation and prosecution of state and federal crimes and assist outside agencies with their investigations * Set up a computer tracking system for juveniles 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of ABC license inspections performed	0	62	0	0
# of license applications processed	107	485	120	120
# of ABC related offenses	15	23	20	20
# of crime prevention programs taught	N/A	N/A	N/A	N/A
Efficiency				
# of complaints of a public moral nature	20	147	15	15
% of increase in plan checks completed	10%	11%	12%	12%
Effectiveness				
# of arrests related to public morals & gambling	650	228	400	400
# of public meetings on ABC grant	0	0	0	0
% of reduction in the victimization of new commercial construction	0%	0%	0%	0%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Vice					Activity	347
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	539,344	560,329	655,715	559,540	
6141	Salaries & Wages-Overtime	26,940	10,933	7,905	7,905	
6151	Retirement Plan	103,940	106,829	158,265	143,400	
6161	Medicare Insurance	5,923	5,798	5,200	6,135	
6171	Employees Insurance	61,080	61,269	68,360	82,375	
6172	Retiree Medical Insurance	0	0	2,200	4,680	
6181	Compensation Insurance	<u>41,533</u>	<u>42,814</u>	<u>38,545</u>	<u>47,190</u>	
	SUBTOTAL PERSONNEL	778,760	787,972	936,190	851,225	
6211	Communications	1,337	1,165	1,200	1,200	
6221	Training & Transportation	2,997	149	6,305	6,305	
6251	Other Agency Services	-359	495	2,360	1,860	
6291	Other Contractual Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	4,725	1,809	9,865	9,365	
6391	Other Material & Supplies	<u>458</u>	<u>943</u>	<u>500</u>	<u>1,000</u>	
	SUBTOTAL COMMODITIES	458	943	500	1,000	
6511	Equipment Rental, City	11,190	12,195	23,210	23,490	
6571	Buildings Rental	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	15,980	12,195	23,210	23,490	
	TOTAL	<u>799,923</u>	<u>802,919</u>	<u>969,765</u>	<u>885,080</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	4.00		4.00		
0790	Police Investigative Specialist (1)	<u>2.00</u>		<u>1.00</u>		
	TOTAL	<u>7.00</u>	<u>0.00</u>	<u>6.00</u>	<u>0.00</u>	
(1)	Moved 1 to 11-354					

GENERAL FUND

POLICE DEPARTMENT
Fiscal & Budget Office

PROGRAM
011-348

Statement of Purpose

To provide the highest quality of customer service in all budgetary and fiscal related matters.

SERVICE PROGRAM

Budget

- * Prepare and monitor the annual budget
- * Provide financial forecasts, including expenditures and revenues
- * Provide budgetary and fiscal expertise to Police Management

Purchasing

- * Process all purchase and service requests from department personnel
- * Maintain all contracts for services and equipment for the department
- * Monitor annual purchase orders for renewals, and track expenditure limits
- * Maintain historical data of purchases for reference purposes

Accounts Payable

- * Process vendor payments weekly using Direct Payment Vouchers
- * Verify receipt of goods/services and process Purchase Orders and Material Releases for vendor payments
- * Process Direct Payment Vouchers and Petty Cash Vouchers for reimbursements to employees
- * Disburse and reconcile Petty Cash
- * Research purchases and vendor payments
- * Assign account codes

Accounts Receivable

- * Prepare Treasury deposits
- * Enter requests into Misc. Accounts Receivable (MAR) system to generate invoices to outside agencies

Travel

- * Process all travel requests from department personnel, including extraditions, interview of suspects/witnesses, and background investigations
- * Reconcile all travel requests

Administration

- * Monitor agreements and contracts for compliance, expiration, insurance and available balance
- * Monitor grants for compliance, expiration, and available balance
- * Verify availability of funds
- * Process Appropriation Adjustments transferring funds as necessary, and to appropriate and recognize funds such as grants, donations and asset forfeiture funds
- * Advise Treasury of revenue account to deposit asset forfeiture and other misc. funds received

Payroll

- * Post all non-regular time reports (chits) and other payroll documents to the City payroll system
- * Research and resolve paycheck or accrual questions
- * Assist City Payroll in reconciling payroll issues

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Fiscal & Budget Office					Activity	348
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	192,963	255,123	382,740	407,830	
6131	Salaries Temp	20,398	28,390	0	0	
6141	Salaries & Wages Overtime	40,071	27,776	16,150	16,150	
6151	Retirement Plan	15,702	22,895	31,280	34,260	
6161	Medicare Insurance	3,519	4,384	5,525	6,790	
6171	Employees Insurance	32,043	42,755	66,845	122,355	
6172	Retiree Medical Insurance	1,274	2,183	3,900	5,710	
6181	Compensation Insurance	2,432	3,046	3,960	4,240	
	SUBTOTAL PERSONNEL	308,402	386,552	510,400	597,335	
6211	Communications	480	480	480	480	
6221	Training & Transportation	649	386	500	500	
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	516	4,211	850	850	
	SUBTOTAL CONTRACTUAL	1,645	5,077	1,830	1,830	
6391	Other Material & Supplies	2,365	3,579	7,120	7,120	
	SUBTOTAL COMMODITIES	2,365	3,579	7,120	7,120	
	TOTAL	312,412	395,208	519,350	606,285	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6290	Police Fiscal Officer	1.00		1.00	
3200	Police Officer	2.00		2.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	2.00		2.00	
7360	Senior Office Specialist	1.00		1.00	
	TOTAL	7.00	0.00	7.00	0.00

GENERAL FUND

POLICE DEPARTMENT		PROGRAM		
Jail Operations		011-349		
Statement of Purpose				
<p><i>To fulfill the needs of the Santa Ana Police Department and the community by providing for the safe, secure and humane housing of persons incarcerated.</i></p>				
Accomplishments in FY 2006-07 & FY 2007-08				
<ul style="list-style-type: none"> * Operated a safe and secure Jail Facility * Implemented Orange County Grand Jury Recommendations for review of all inmates by ICE Personnel * Exceeded inmate housing revenue projections for the FY 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete implementation of the Jail Digital Camera Surveillance Systems * Complete design, purchase, and implementation of the Mobile Booking Van * Operate a safe and secure jail that meets the incarceration needs of the Police Department as well as the budget revenue target 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of inmates processed	9,948	12,348	13,058	13,500
# of inmates fast-booked to OCJ	4,985	5,214	6,468	6,500
# of visitors processed	26,250	37,381	40,512	42,000
# of ICE interviews and reviews	N/A	N/A	480	750
Efficiency				
% of bookings where Police Officers are released within 30 minutes	95%	95%	95%	95%
% of inmates housed within 8 hours	80	80%	85%	85%
% of LA court transports completed within 3.5 hours	N/A	85%	90%	90%
Effectiveness				
# of assaults on officers	0	0	0	0
# of inmate on inmate assaults	5	7	6	0
# of suicides	0	0	0	0
# of months meeting revenue targets	12	12	12	12
\$ amount of lawsuits/claims	\$200	\$0	\$0	\$0
% of compliance with regulatory agencies	100%	100%	100%	100%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Jail Operations					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,521,319	7,661,936	8,822,210	9,537,650	
6131	Salaries & Wages-Temporary	27,757	51,729	40,000	77,400	
6141	Salaries & Wages-Overtime	621,409	1,199,656	550,000	550,000	
6151	Retirement Plan	593,636	614,539	703,695	782,995	
6161	Medicare Insurance	114,071	123,856	126,820	151,805	
6171	Employees Insurance	1,223,196	1,246,289	1,490,955	1,620,815	
6172	Retiree Medical Insurance	10,731	43,006	47,025	80,830	
6181	Compensation Insurance	212,223	233,945	217,950	250,795	
	SUBTOTAL PERSONNEL	10,324,342	11,174,956	11,998,655	13,052,290	
6211	Communications	12,167	16,442	10,800	10,800	
6221	Training & Transportation	5,739	7,427	11,000	11,000	
6251	Other Agency Services	24,466	26,705	25,000	25,000	
6291	Other Contractual Services	2,123,359	2,252,485	2,276,625	2,276,625	
	SUBTOTAL CONTRACTUAL	2,165,731	2,303,059	2,323,425	2,323,425	
6391	Other Material & Supplies	369,880	327,750	329,600	329,600	
	SUBTOTAL COMMODITIES	369,880	327,750	329,600	329,600	
6511	Equipment Rental, City	34,820	35,575	37,255	37,590	
	SUBTOTAL FIXED CHARGES	34,820	35,575	37,255	37,590	
6641	Machinery & Equipment	0	0	185,000	130,000	
	SUBTOTAL CAPITAL	0	0	185,000	130,000	
	TOTAL	12,894,773	13,841,340	14,873,935	15,872,905	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3230	Jail Administrator	1.00		1.00	
1970	Correctional Manager	2.00		2.00	
0151	Principal Management Analyst	1.00		1.00	
0370	Correctional Supervisor	11.00		11.00	
0310	Correctional Officer	86.00		86.00	
1050	Security Electronics Technician	1.00		1.00	
0733	Senior Office Assistant	1.00		1.00	
7628	Lead Correctional Records Specialist	5.00		5.00	
7650	Senior Correctional Records Specialist	16.00		16.00	
	TOTAL	124.00	0.00	124.00	0.00

GENERAL FUND

POLICE DEPARTMENT Building & Facility	PROGRAM 011-350			
Statement of Purpose				
<i>To provide necessary services to properly maintain the police facilities in a professional manner.</i>				
Accomplishments in FY 2006-07 & 2007-08				
<ul style="list-style-type: none"> * Awarded new janitorial contract, resulting in an annual savings of \$26,170. RFP specifications outlining details of janitorial duties were prepared and (9) vendors submitted proposals. Current vendor's proposal received highest score with a lower cost than previously charged. Police and Jail facilities continue to receive quality janitorial services with an annual cost savings for the next (3) years. * Various facility infrastructure repairs completed to ensure eleven-year old Police and Jail facility is fully functional and ready to meet the needs of the users. Completed projects include: Replacement of all (4) uninterrupted power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lands, curbing and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * File electronic work orders for all needed repairs and work closely with City building maintenance to receive timely and quality repairs. Continuance of a teamwork approach with City building maintenance will further enhance the quality and timeliness of maintenance and repairs, while ensuring the proper prioritization of work orders. * Train (1) Police Evidence and Supply Specialist to handle more facility related tasks. Facility related tasks such as maintenance inspections, telecommunications work orders, furniture repairs and reconfigurations, window blind alterations, exterior landscape maintenance, and detailed remodeling of specific areas will be incrementally assigned to a full-time line-level employee. Due to prior staff limitations, the Property & Facilities Manager coordinated this work. This will allow her to focus more on management duties and overall Division efficiencies. * Enhance overall internal and external facility security. Work closely with Homeland Security staff to upgrade the CCTV external and internal camera system and complete the creation of a private vendor equipment computer server room on the fourth floor. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of building maintenance work orders generated	3,068	3,545	3,437	3,600
# of telecommunication project work orders generated	56	107	80	100
Efficiency				
% of building maintenance work orders completed within 72 hours	63%	60%	64%	70%
% of initial work orders electronically filed within 24 hours by Property & Facilities staff	75%	80%	90%	92%
Effectiveness				
% of outsourced work orders	15%	10%	6%	4%

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Building & Facility					Activity	350
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	726,742	776,163	858,000	900,900	
6211	Communication	672,428	775,557	650,000	700,000	
6251	Other Agency Services	0	0	0	0	
6261	M&R Buildings & Grounds	0	0	0	0	
6281	M&R Machinery & Equipment	0	0	0	0	
6291	Other Contractual Services	<u>1,112,206</u>	<u>1,473,564</u>	<u>1,332,475</u>	<u>1,332,475</u>	
	SUBTOTAL CONTRACTUAL	2,511,376	3,025,284	2,840,475	2,933,375	
6391	Other Material & Supplies	<u>75,331</u>	<u>108,561</u>	<u>120,000</u>	<u>120,000</u>	
	SUBTOTAL COMMODITIES	75,331	108,561	120,000	120,000	
6571	Buildings Rental	<u>393,285</u>	<u>422,790</u>	<u>561,885</u>	<u>601,220</u>	
	SUBTOTAL FIXED CHARGES	393,285	422,790	561,885	601,220	
6641	Machinery & Equipment	<u>44,500</u>	<u>0</u>	<u>565,000</u>	<u>197,470</u>	
	SUBTOTAL CAPITAL	44,500	0	565,000	197,470	
6771	Lease Purchase	<u>60,760</u>	<u>0</u>	<u>61,715</u>	<u>61,710</u>	
	SUBTOTAL DEBT SERVICE	60,760	0	61,715	61,710	
	TOTAL	<u><u>3,085,252</u></u>	<u><u>3,556,635</u></u>	<u><u>4,149,075</u></u>	<u><u>3,913,775</u></u>	

GENERAL FUND

POLICE DEPARTMENT Police Debt Service		PROGRAM 011-351		
Statement of Purpose				
<p><i>To account for principal and interest payments required to meet the annual debt service of Police purchases.</i></p> <p>This program provides General Fund support towards debt service on the Police Administration & Holding Facility revenue bonds by transferring General Fund monies to Fund 400 which is in the CIP and Capital Fund section.</p>				
ACCOUNT	FISCAL YEAR	PRINCIPAL REPAYMENT	INTEREST PAYMENTS	TOTAL DEBT SERVICE
General Fund Transfer to Fund 400 Police Administration & Holding Facility Debt Service Support	2008-09	n/a	n/a	9,129,575
	2009-10	n/a	n/a	9,115,425
	2010-11	n/a	n/a	9,094,075
	2011-12	n/a	n/a	9,064,575
	2012-13	n/a	n/a	9,126,625
	2013-14	n/a	n/a	9,066,150
	2014-15	n/a	n/a	9,223,750
	2015-16	n/a	n/a	9,224,375
	2016-17	n/a	n/a	9,225,313
	2017-18	n/a	n/a	9,225,313
	2018-19	n/a	n/a	9,223,125
	2019-20	n/a	n/a	9,227,500
	2020-21	n/a	n/a	9,226,563
	2021-22	n/a	n/a	9,224,063
	2022-23	n/a	n/a	9,223,438
	2023-24	n/a	n/a	9,227,813
	TOTAL	n/a	n/a	146,847,678

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Police Debt Service					Activity	351
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	775,000	820,000	0	0	
6791	Bond Interest	<u>63,804</u>	<u>21,730</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	838,804	841,730	0	0	
6800	Transfer to Police Building Debt Service	<u>9,224,225</u>	<u>9,126,625</u>	<u>9,127,225</u>	<u>9,325,895</u>	
	SUBTOTAL INTERFUND TRANSFER	9,224,225	9,126,625	9,127,225	9,325,895	
	TOTAL	<u><u>10,063,029</u></u>	<u><u>9,968,355</u></u>	<u><u>9,127,225</u></u>	<u><u>9,325,895</u></u>	

GENERAL FUND

POLICE DEPARTMENT Regional Narcotic Suppression Program	PROGRAM 011-352
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Statement of Purpose

To participate in a multi-agency task force, designed to respond to major drug trafficking.

This is accomplished through enforcement strategies, seizure of illegally gained assets and promotion of community awareness in drug enforcement throughout Orange County and Southern California.

SERVICE PROGRAM

Police Services

This program provides skilled officers and management to a multi-agency task force, which concentrates on major drug traffickers and related criminal activities. Santa Ana Police Officers work in concert with law enforcement officers from other agencies and jurisdictions assigned to this task force work.

GENERAL FUND

POLICE DEPARTMENT		FUND 11			
Regional Narcotics Suppression Program		Activity 352			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	631,517	581,368	579,335	666,975
6141	Salaries & Wages-Overtime	186,691	160,488	106,695	106,695
6151	Retirement Plan	135,654	130,266	139,285	159,345
6161	Medicare Insurance	4,890	3,350	15,805	10,610
6171	Employees Insurance	65,288	60,908	69,025	72,075
6172	Retiree Medical Insurance	0	2,820	4,890	5,015
6181	Compensation Insurance	61,519	56,634	49,385	52,270
	SUBTOTAL PERSONNEL	1,085,559	995,834	964,420	1,072,985
6211	Communications	0	0	0	0
	SUBTOTAL CONTRACTUAL	0	0	0	0
	TOTAL	1,085,559	995,834	964,420	1,072,985

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3300	Police Sergeant	2.00		2.00	
3200	Police Officer	2.00		2.00	
	TOTAL	5.00	0.00	5.00	0.00

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT
Homeland Security

PROGRAM
011-353

Statement of Purpose

To ensure that both the Community and city employees are prepared to prevent, respond, and recover from an act of terrorism or a natural catastrophic event.

SERVICE PROGRAM

Police Services

- * Enhance community awareness on the issue of terrorism by using, developing, and implementing public education campaigns by leveraging local, state and federal funds
- * Manage and sustain federally acquired resources in order to provide a systematic response to an act of terrorism or a natural disaster
- * Collaborate with regional and federal partners by implementing and using interoperable technologies that will benefit the region
- * Ensure the implementation and routine of the National Incident Management System as mandated by the U.S. Department of Homeland Security
- * Continue to enhance building inspection procedures and approval of event permits taking into account homeland security concerns and best practices

GENERAL FUND

POLICE DEPARTMENT					FUND	11
Homeland Security and Crime Prevention					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	375,894	463,490	498,080	
6131	Salaries & Wages-Temporary	0	3,009	0	0	
6141	Salaries & Wages-Overtime	0	12,154	20,000	20,000	
6151	Retirement Plan	0	59,486	78,330	95,000	
6161	Medicare Insurance	0	3,558	530	5,000	
6171	Employees Insurance	0	57,152	94,450	70,000	
6172	Retiree Medical Insurance	0	5,333	1,020	4,090	
6181	Compensation Insurance	0	20,739	8,520	34,285	
	SUBTOTAL PERSONNEL	0	537,325	666,340	726,455	
6211	Communications	0	1,680	2,000	2,000	
6221	Training & Transportation	0	5,117	1,000	1,000	
6251	Other Agency Services	0	107	200	200	
6291	Other Contractual Services	461	5,952	11,500	11,500	
6294	Building Leases	0	0	5,470	5,435	
	SUBTOTAL CONTRACTUAL	461	12,856	20,170	20,135	
6391	Other Material & Supplies	0	3,558	13,280	13,280	
	SUBTOTAL COMMODITIES	0	3,558	13,280	13,280	
6511	Equipment Rental, City	0	72,955	67,375	62,865	
6571	Buildings Rental	0	5,090	5,100	5,455	
	SUBTOTAL FIXED CHARGES	0	78,045	72,475	68,320	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	0	
6771	Capitalized Lease Obligations	0	0	0	0	
	SUBTOTAL DEBT SERVICE	0	0	0	0	
	TOTAL	461	631,784	772,265	828,190	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3300	Police Sergeant	1.00		1.00		
3200	Police Officer	1.00		1.00		
0780	Police Community Services Specialist	1.00		1.00		
3800	Police Service Officer	2.00		2.00		
	TOTAL	5.00	0.00	5.00	0.00	

GENERAL FUND

POLICE DEPARTMENT
Tobacco Retail License Program

PROGRAM
011-354

Statement of Purpose

To protect health of Santa Ana youth from the risks associated with smoking by reducing youth access to tobacco products in the city.

SERVICE PROGRAM

Police Services

- * Established a tobacco retail licensing program to encourage responsible tobacco retailing
- * Enforce federal, state and local tobacco laws, especially those laws that forbid the sale and distribution of tobacco products to minors
- * Collaborate with California State Department of Public Health, Food and Drug Branch by implementing an enforcement program to investigate compliance of Tobacco Retailers

GENERAL FUND

POLICE DEPARTMENT Tobacco Retail License Program		FUND Activity		11 354	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	0	64,045
6141	Salaries & Wages-Overtime	0	0	0	18,575
6151	Retirement Plan	0	0	0	5,380
6161	Medicare Insurance	0	0	0	930
6171	Employees Insurance	0	0	0	13,690
6172	Retiree Medical Insurance	0	0	0	480
6181	Compensation Insurance	0	0	0	5,250
	SUBTOTAL PERSONNEL	0	0	0	108,350
6221	Training & Transportation	0	0	0	1,000
6291	Other Contractual Services	0	0	0	75,000
	SUBTOTAL CONTRACTUAL	0	0	0	76,000
6391	Other Material & Supplies	0	0	0	500
	SUBTOTAL COMMODITIES	0	0	0	500
	TOTAL	0	0	0	184,850

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0790	Police Investigative Specialist (1)	0.00		1.00	
	TOTAL	0.00	0.00	1.00	0.00
(1)	Moved 1 from 11-347				

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-503	Administrative Services	1,971,825	1,360,442	2,070,285	2,290,760
11-505	Planning Division	2,463,901	2,663,620	2,603,375	3,016,760
11-507	New Construction	2,093,561	2,127,215	2,447,355	2,352,895
11-508	Permits & Plan Check	1,670,126	1,898,379	2,067,230	2,247,435
11-509	Community Preservation	863,219	1,135,616	1,521,650	1,650,035
11-510	Proactive Rental Enforcement Program	641,925	660,363	743,255	784,890
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	7,141,585	7,553,073	9,206,530	10,049,135
6200	Contractual	1,421,296	1,196,876	1,037,520	1,081,850
6300	Commodities	181,040	197,747	245,345	245,345
6500	Fixed Charges	814,580	882,965	923,155	966,445
6600	Capital	21,670	14,974	40,600	0
6700	Debt Service	124,387	0	0	0
TOTAL		<u>9,704,557</u>	<u>9,845,635</u>	<u>11,453,150</u>	<u>12,342,775</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
0940	Building Safety Manager	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
2500	Planning Manager	0.93		0.93	
2380	Principal Plan Check Engineer	1.00		1.00	
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
1720	Management Analyst	1.00		1.00	
2250	Deputy Building Official/New Construction	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2440	Assistant Planner II	5.00		5.00	
2280	Associate Plan Check Engineer	3.00		3.00	
2450	Associate Planner	6.25		6.25	
2300	Building Inspector	1.00		1.00	
6430	Combination Building Inspector	7.00		7.00	
9800	Combination Inspector (P/T)		2.00		2.00
2740	Community Preservation Inspector	26.00		26.00	
2360	Community Preservation Inspector II	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
0110	Environmental Coordinator	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
4300	Landscape Development Associate	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	5.00		5.00	
7320	Planning Commission Secretary	1.00		1.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PLANNING & BUILDING AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
			Part Time	Full Time	Part Time
2320	Plumbing Inspector	2.00		2.00	
0810	Principal Planner	2.00		2.00	
0060	Receptionist	1.00		1.00	
7270	Secretary	2.00	1.00	2.00	1.00
7280	Senior Accounting Assistant	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
6431	Senior Combination Building Insp.	2.00		2.00	
0070	Sr. Community Preservation Inspector	3.00		3.00	
2340	Senior Electrical Inspector	1.00		1.00	
7330	Senior Office Assistant	11.65		11.65	
0330	Senior Plan Check Engineer	2.00		2.00	
2470	Senior Planner	2.85		2.85	
2350	Senior Plumbing Inspector	1.00		1.00	
1640	Senior Receptionist	1.00		1.00	
2180	Sr. Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mechanical Systems Spec.	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
9042	Account Clerk II		1.00		1.00
9042	Clerk Typist II		1.00		1.00
9780	Customer Service Clerk		1.00		1.00
9070	Senior Clerical Aide		1.00		1.00
	TOTAL	<u>108.68</u>	<u>7.00</u>	<u>108.68</u>	<u>7.00</u>
SECTION 5: SPECIAL REVENUE					
31-505	Air Quality Improvement Trust Fund	1.32	0.00	1.32	0.00
		<u>1.32</u>	<u>0.00</u>	<u>1.32</u>	<u>0.00</u>
	TOTAL	<u>110.00</u>	<u>0.00</u>	<u>110.00</u>	<u>0.00</u>
<p><i>Notes:</i> <i>Remaining 1.32 positions are shown in Special Revenue Fund 31-505.</i></p> <p><i>\$1,559,785 in salary and benefits for Community Preservation 11-509 funded by CDBG Fund 135 in FY 08-09.</i></p>					

GENERAL FUND

PLANNING & BUILDING AGENCY
Administrative Services

FUND 11
Activity 503

Statement of Purpose

To ensure that Santa Ana is a thoughtfully planned, safely built, and well maintained community.

This program provides direction to the Planning & Building Agency by providing management and fiscal support to the Planning, Inspections, Permit & Plan Check, and Community Preservation Divisions. This program also provides executive support to the Planning Commission and Historic Resources Commission.

SERVICE PROGRAM

PLANNING DIVISION

The Planning Division provides a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards. This division also coordinates the delivery of services to developers.

BUILDING SAFETY DIVISION

New Construction Section

This section provides inspections for all new construction, conversions, and maintenance and repairs of buildings to ensure compliance with State codes and City ordinances.

Permits and Plan Check Section

This sections provides review and approval of building construction plans to ensure compliance with building, plumbing, heating, electrical, and handicapped requirements, as well as compliance with all State laws and City ordinances.

COMMUNITY PRESERVATION DIVISION

This division enforces Santa Ana Municipal Code provisions to ensure safe, orderly, and aesthetically pleasing neighborhoods and commercial areas.

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Administrative Services		Activity 503			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,675	584,680	723,050	653,510
6113	Retirement Payouts	0	0	0	200,000
6131	Salaries & Wages-Temporary	13,352	0	16,290	25,975
6141	Salaries & Wages-Overtime	958	2,517	2,000	2,000
6151	Retirement Plan	51,464	47,312	60,300	57,075
6161	Medicare Insurance	7,114	5,888	7,990	7,800
6171	Employees Insurance	73,205	62,505	76,525	75,300
6172	Retiree Medical Insurance	5,679	4,703	6,300	7,925
6181	Compensation Insurance	13,438	11,464	15,775	13,230
6191	Other Personnel Services	0	0	0	4,000
	SUBTOTAL PERSONNEL	815,885	719,069	908,230	1,046,815
6211	Communications	7,382	7,593	10,445	10,445
6221	Training & Transportation	32,779	30,335	51,090	26,850
6251	Other Agency Services	1,255	2,047	1,830	1,830
6261	M&R Buildings & Grounds	0	0	5,340	5,340
6281	M&R Machinery & Equipment	1,677	6,812	1,855	28,000
6291	Other Contractual Services	3,939	7,016	52,275	104,395
6294	Lease Payments	414,805	0	416,530	414,120
	SUBTOTAL CONTRACTUAL	461,837	53,803	539,365	590,980
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,412	4,890	9,110	9,110
	SUBTOTAL COMMODITIES	5,412	4,890	9,110	9,110
6511	Rental, City Equipment	4,015	4,265	4,325	6,165
6521	Insurance (Risk Management)	180,730	191,575	203,070	203,070
6571	Building & Site Rental	364,150	386,840	406,185	434,620
	SUBTOTAL FIXED CHARGES	548,895	582,680	613,580	643,855
6641	Machinery & Equipment	9,372	0	0	0
6651	Books, Records & Video	6,038	0	0	0
6661	Computer Software	0	0	0	0
	SUBTOTAL CAPITAL	15,410	0	0	0
6771	Capitalized Lease Obligation	124,387	0	0	0
	SUBTOTAL DEBT SERVICE	124,387	0	0	0
	TOTAL	1,971,825	1,360,442	2,070,285	2,290,760

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0249	Ex. Director of Planning & Building Safety	1.00		1.00	
1730	Administrative Assistant II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
1720	Management Analyst	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
0120	Systems Administrator	1.00		1.00	
	Secretary (PT)		1.00		1.00
	TOTAL	8.00	1.00	8.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY
Planning Division

PROGRAM
11-505

Statement of Purpose

To provide a framework in which the future social and economic well-being of the City's residents can be ensured through the adoption of a comprehensive General Plan and development standards.

The Planning Division maintains the City's General Plan and provides for zoning administration through the issuance of conditional use permits, variances and minor exceptions. Through the Planning and Zoning counter, this division is the first contact in development activity, land use permitting, and occupancy zoning clearances. This division also is responsible for the environmental review and site plan review programs, subdivision processing and monitoring of development through the City's various development agencies. In addition, this division provides staff support to the Planning Commission, Historical Resources Commission, and Council Committees.

Current Planning

Coordinates the review of development proposals from project conception through the final building occupancy. Staff work includes internal design review, site plan review and coordination of the site plan review process for the development review agencies. This section facilitates and monitors projects throughout the development review and construction process and provides general policy and land use recommendations to the City's Planning Commission.

Planning Counter

A key component of the Development Service Center, activities include providing the public with such information as the City's long-term planning and specific development standards and procedures. The counter handles design review for typical single family and historic neighborhood projects and minor tenant improvement projects in the commercial and industrial sectors. Activities include review of occupancy, home occupation, temporary and seasonal land use, fences, signage and zoning verification..

Environmental Planning/Landscape Planning and Review

Provides environmental planning reviews of unique environmental circumstances for both public and private projects within the community. The environmental review process provides disclosure, mitigation preparation and project monitoring services for all development proposals. This section also is responsible for environmental review and analysis of larger regional projects outside of City boundaries. Landscape planning and review provides the services to promote the City's urban forest efforts. The services include review and critique of landscape development proposals for compliance with the adopted landscape standards and amendments to the Municipal Code that promote these efforts.

Regional and Advanced Planning

Conducts comprehensive land use research establishing policy to guide the future development vision of the City. Prepares updates to the General Plan Elements and monitors implementation of policies. This section also facilitates zoning ordinance revisions, municipal annexations, the creation of Specific Plans and provides representation to the Orange County Council of Governments. Staff work additionally includes providing general policy and technical support to the Historic Resources Commission.

GENERAL FUND

PLANNING & BUILDING AGENCY					FUND	11
Planning Division					Activity	505
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,420,896	1,516,328	1,759,795	2,065,640	
6131	Salaries & Wages-Temporary	56,920	60,058	57,880	57,880	
6141	Salaries & Wages-Overtime	1,015	1,048	5,000	5,000	
6151	Retirement Plan	110,600	123,451	153,365	173,315	
6161	Medicare Insurance	17,380	18,183	27,335	30,175	
6171	Employees Insurance	156,200	171,661	208,530	235,050	
6172	Retiree Medical Insurance	9,665	12,388	16,810	26,135	
6181	Compensation Insurance	17,559	19,147	22,615	29,350	
6191	Other Personnel Services	14,991	23,671	20,800	20,800	
	SUBTOTAL PERSONNEL	<u>1,805,226</u>	<u>1,945,935</u>	<u>2,272,130</u>	<u>2,643,345</u>	
6211	Communications	31,817	32,461	33,025	33,025	
6221	Training & Transportation	11,003	11,580	12,910	24,910	
6231	Advertising	11,362	5,690	13,085	43,085	
6251	Other Agency Services	8,987	8,489	7,405	7,405	
6281	M&R Machinery & Equipment	720	452	1,050	1,050	
6291	Other Contractual Services	504,382	567,241	124,535	124,535	
	SUBTOTAL CONTRACTUAL	<u>568,271</u>	<u>625,913</u>	<u>192,010</u>	<u>234,010</u>	
6311	Office Supplies	0		0	0	
6341	Non-Consumable Items	0	0	0	0	
6391	Operating Materials & Supplies	80,202	76,950	126,525	126,525	
	SUBTOTAL COMMODITIES	<u>80,202</u>	<u>76,950</u>	<u>126,525</u>	<u>126,525</u>	
6511	Equipment Rental, City	8,870	12,600	12,710	12,880	
	SUBTOTAL FIXED CHARGES	<u>8,870</u>	<u>12,600</u>	<u>12,710</u>	<u>12,880</u>	
6651	Books, Records & Videos	0	1,590	0	0	
6661	Computer Software	1,332	632			
	SUBTOTAL CAPITAL	<u>1,332</u>	<u>2,222</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>2,463,901</u></u>	<u><u>2,663,620</u></u>	<u><u>2,603,375</u></u>	<u><u>3,016,760</u></u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2500	Planning Manager *	0.93		0.93	
0810	Principal Planner	1.85		1.85	
2470	Senior Planner	3.00		3.00	
2450	Associate Planner * **	6.25		6.25	
2440	Assistant Planner II	5.00		5.00	
4300	Landscape Development Associate	1.00		1.00	
0110	Environmental Coordinator	1.00		1.00	
7320	Planning Commission Secretary	1.00		1.00	
7330	Senior Office Assistant *	2.65		2.65	
0060	Receptionist	1.00		1.00	
	Clerk Typist II		1.00		1.00
	TOTAL	<u>23.68</u>	<u>1.00</u>	<u>23.68</u>	<u>1.00</u>

* Remainder charged to Air Quality Fund 31-505.
 ** 1 Associate Planner reimbursed from Public Works Fund 101-611.

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
New Construction		11-507		
Statement of Purpose				
<p><i>To adopt and prudently enforce construction, occupancy, and housing laws and to promote an attractive environment for development.</i></p> <p>New Construction provides inspections of new construction, conversions, maintenance, and repair of buildings. This section is responsible for the enforcement of building, plumbing heating and electrical codes and handicapped requirements. This section also assists individuals and institutions in the areas of business licenses, energy conservation and housing and zoning compliance with State laws and City ordinances.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Per inspector, the average load of New Construction and Occupancy inspections to date has been 252 per month. * Continue to develop a complete emergency operation proposal for the New Construction inspection unit. * Continued implementation of Residential Combination Building Inspection training program. * Continued assistance to CDA with special inspections programs to Enterprise and Empowerment Zone programs * Continued special assistance efforts to city-sponsored projects. * Completed State certification of all inspectors as essential emergency services/damage assessment inspectors. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maximize inspection efficiency and outreach to our customers through a balance of combination and specialty inspections. * Revise phases of specialty and residential combination building inspection training program to maximize focus on new Building Codes. * Continue emergency damage assessment training. * Continue assisting CDA with special emphasis on Enterprise and Empowerment Zone programs. * Facilitate cross-training efforts with Planning and Community Preservation staff. * Complete development of New Construction Policies and Procedures Manual. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Total Inspections	41,659	42,378	42,000	42,000
Training (employee hours)	1,123	1,320	1,800	1,200
Efficiency				
Reduction in number of trips to site, and enhanced customer service, due to use of Combination Inspectors to conduct multiple residential inspections during each visit. This allows specialty inspectors to focus on commercial, industrial and manufacturing projects throughout the city.	20.0%	20.0%	20.0%	25.0%
Base Year = FY 00-01				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
New Construction		Activity 507			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,389,848	1,385,262	1,725,005	1,706,430
6131	Salaries & Wages-Temporary	36,666	34,888	45,625	48,045
6141	Salaries & Wages-Overtime	33,690	22,610	5,000	5,000
6151	Retirement Plan	108,355	111,240	141,690	143,340
6161	Medicare Insurance	17,480	17,880	23,225	22,835
6171	Employees Insurance	160,764	153,843	231,020	175,795
6172	Retiree Medical Insurance	10,341	10,887	14,950	20,375
6181	Compensation Insurance	70,460	68,258	45,525	44,630
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>1,827,604</u>	<u>1,804,868</u>	<u>2,232,040</u>	<u>2,166,450</u>
6211	Communications	35,208	36,660	22,540	22,540
6221	Training & Transportation	3,081	5,480	26,315	7,370
6251	Other Agency Services	1,051	693	550	550
6281	M&R Machinery & Equipment	575	2,677	835	835
6291	Other Contractual Services	119,074	142,675	22,365	22,585
	SUBTOTAL CONTRACTUAL	<u>158,989</u>	<u>188,185</u>	<u>72,605</u>	<u>53,880</u>
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	19,702	26,871	24,045	24,045
	SUBTOTAL COMMODITIES	<u>19,702</u>	<u>26,871</u>	<u>24,045</u>	<u>24,045</u>
6511	Equipment Rental, City	82,495	103,040	104,065	108,520
	SUBTOTAL FIXED CHARGES	<u>82,495</u>	<u>103,040</u>	<u>104,065</u>	<u>108,520</u>
6651	Books, Records & Films	0	0	14,600	0
6661	Computer Software	4,771	4,251	0	0
	SUBTOTAL CAPITAL	<u>4,771</u>	<u>4,251</u>	<u>14,600</u>	<u>0</u>
	TOTAL	<u><u>2,093,561</u></u>	<u><u>2,127,215</u></u>	<u><u>2,447,355</u></u>	<u><u>2,352,895</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0940	Building Safety Manager	1.00		1.00	
2250	Deputy Bldg. Official/New Construction	1.00		1.00	
2330	Senior Building Inspector	1.00		1.00	
2300	Building Inspector	1.00		1.00	
6431	Senior Combination Bldg. Inspector	2.00		2.00	
6430	Combination Building Inspector	7.00		7.00	
2350	Senior Plumbing Inspector	1.00		1.00	
2320	Plumbing Inspector	2.00		2.00	
2340	Senior Electrical Inspector	1.00		1.00	
2310	Electrical Inspector	2.00		2.00	
2180	Senior Electrical Systems Specialist	1.00		1.00	
2430	Sr. Plumbing/Mech. Sys. Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
9070	Senior Clerical Aide		1.00		1.00
9042	Account Clerk II		1.00		1.00
	TOTAL	<u>24.00</u>	<u>2.00</u>	<u>24.00</u>	<u>2.00</u>

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Permits & Plan Check		11-508		
Statement of Purpose				
<p><i>To prudently enforce construction and occupancy laws and promote an attractive environment for development by providing efficient delivery of plan check and permit services.</i></p> <p>The Permit and Plan Check Section reviews plans for compliance with the California Building Standards Code for all new construction, tenant improvements, conversions and repairs to buildings and other structures. This section is responsible for the enforcement of regulations for disabled access, energy conservation, flood plain management, fire and life safety, structural systems, electrical, plumbing, and mechanical ventilation systems. The section assists the public in obtaining permits for construction. It maintains construction records for all buildings in the City.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * The Plan Check Section processed approximately 10,000 permits and served more than 30,000 public customers. * It continued to maintain a highly competent plan check engineering staff by encouraging seminar training based on the newly adopted 2007 California Building Code Standards. * This section processed the plans and permits for a number of major projects, including: The Montage at MacArthur Place, the City Place multi-use development, and the 37-story Broadway One office building. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to actively participate in the emergency response plan for the Planning and Building Agency. * Be a key player in major development projects: Mantage at MacArthur Place, the 37-story One Broadway office building, various redevelopment projects, and various upgrades and renovations of Main Place. With the number and complexity of projects being planned for Santa Ana, provide adequate staffing of plan check engineers to ensure timely turn-around time. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of building plans checked	1,782	1,962	1,500	2,000
# of building permits issued	4,581	3,868	3,400	3,800
# of electrical plans checked	488	474	800	800
# of electrical permits issued	3,223	2,668	2,750	3,000
# of plumbing plans checked	150	208	630	700
# of plumbing permits issued	2,344	1,307	1,500	1,600
# of mechanical-solar plans checked	154	577	125	150
# of mechanical-solar permits issued	1596	969	1,300	1,500
# of occupancy permits issued	1,441	1,442	1,500	1,800
# of grading permits issued	31	33	20	40
EFFICIENCY				
# of plans checked within 72 hours	799	620	500	600
% of plans checked within 72 hours	45%	32%	35%	35%
EFFECTIVENESS				
% of total plans completed within 3 weeks	98%	95%	95%	95%
* "Small Plan Checks" now included with regular plan check totals.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Permits & Plan Check		Activity 508			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,058,844	1,232,492	1,463,240	1,643,210
6131	Salaries & Wages-Temporary	17,734	20,131	18,670	20,415
6141	Salaries & Wages-Overtime	148,173	66,123	67,300	67,300
6151	Retirement Plan	83,081	99,915	119,700	138,030
6161	Medicare Insurance	13,947	15,284	21,400	24,125
6171	Employees Insurance	115,586	137,400	153,185	160,475
6172	Retiree Medical Insurance	7,691	9,680	12,365	19,190
6181	Compensation Insurance	14,327	15,638	32,060	36,155
6191	Other Personnel Services	14,432	0	0	0
	SUBTOTAL PERSONNEL	1,473,815	1,596,663	1,887,920	2,108,900
6211	Communications	17,982	18,009	17,420	17,420
6221	Training & Transportation	5,820	6,410	24,000	8,225
6251	Other Agency Services	1,950	2,657	3,775	3,775
6281	M&R Machinery & Equipment	466	0	3,480	3,480
6291	Other Contractual Services	131,053	224,414	69,435	69,435
	SUBTOTAL CONTRACTUAL	157,271	251,490	118,110	102,335
6311	Office Supplies	(536)	(453)	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	39,419	42,178	36,200	36,200
	SUBTOTAL COMMODITIES	38,883	41,725	36,200	36,200
6571	Building Rental	0	0	0	0
	SUBTOTAL FIXED CHARGES	0	0	0	0
6651	Books, Records & Films	0	8,501	25,000	0
6661	Computer Software	157	0	0	0
	SUBTOTAL CAPITAL	157	8,501	25,000	0
	TOTAL	1,670,126	1,898,379	2,067,230	2,247,435
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2380	Principal Plan Check Engineer	1.00		1.00	
0330	Senior Plan Check Engineer	2.00		2.00	
2280	Associate Plan Check Engineer	3.00		3.00	
1410	Assistant Plan Check Engineer II	1.00		1.00	
2590	Permit Supervisor	1.00		1.00	
2580	Permit Technician	4.00		4.00	
7330	Senior Office Assistant	2.00		2.00	
1640	Senior Receptionist	1.00		1.00	
9780	Customer Service Clerk		1.00		1.00
	TOTAL	15.00	1.00	15.00	1.00

GENERAL FUND

PLANNING & BUILDING AGENCY		PROGRAM		
Community Preservation		11-509		
Statement of Purpose				
<p><i>To improve the integrity of our neighborhoods through personalized neighborhood contact, education in code requirements, quality inspections, responsive and dedicated personnel, and innovative processes.</i></p> <p>Community Preservation provides professional inspections throughout the City, responds to complaints concerning substandard living conditions, maintenance and use of existing properties, and issues citations for violations of the Santa Ana Municipal Code. This section continues to be an active partner with the Police Department in their fight against crime, Public Works Agency and their graffiti removal efforts, and with the residents of Santa Ana through increasing interaction with the neighborhood associations.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Community Preservation continued to respond to complaints from the citizens, neighborhood associations and City Council. Residential enforcement focused heavily on vehicle abatement, auto repair and neighborhood association interests throughout the City. The Commercial Code Enforcement program continues to be hugely successful in eliminating much of the visual blight in the commercial community. * Community Preservation's Proactive Enforcement Team will complete door-to-door inspections of nine (9) neighborhoods addressing Santa Ana Municipal Code violations, which negatively impact the aesthetics of a neighborhood. * Community Preservation began working closely with the Public Works Agency and will continue our interaction in our enforcement efforts to eliminate graffiti from public and private properties. * Community Preservation assumed the enforcement responsibilities in regards to shopping cart retrieval. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Community Preservation's primary focus will remain neighborhoods. The commercial corridors, which have been consistently patrolled, will continue to be monitored. * Community Preservation's new enforcement efforts, along with Public Works and Santa Ana Police, will take a more prominent role over the course of next fiscal year. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of Notices of Violations issued	639	818	825	850
Number of citations issued	3,957	4,648	4,048	4,500
Number of complaints recorded (citizen)	3,852	4,065	4,005	4,100
Number of violations recorded	11,874	13,381	13,032	14,000
Number of inspections conducted	16,482	18,007	17,580	18,000
Effectiveness of Hearing Process				
% of compliance	91%	85%	92%	0%
Note: No hearings are anticipated in 2008-09.				

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Community Preservation		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	515,035	673,775	950,300	1,059,795
6131	Salaries & Wages-Temporary	0	21,988	59,795	66,155
6141	Salaries & Wages-Overtime	131	8,167	5,000	5,000
6151	Retirement Plan	39,763	54,073	62,455	76,925
6161	Medicare Insurance	3,442	5,916	10,835	12,375
6171	Employees Insurance	59,111	78,564	98,590	96,500
6172	Retiree Medical Insurance	2,711	3,457	5,930	10,900
6181	Compensation Insurance	9,820	12,775	16,700	20,410
6191	Other Personnel Services	5,553	27,699	30,000	30,000
	SUBTOTAL PERSONNEL	635,566	886,414	1,239,605	1,378,060
6211	Communications	24,854	29,174	36,045	36,045
6221	Training & Transportation	1,640	1,770	26,750	11,750
6231	Advertising	0	0	0	0
6251	Other Agency Services	4,371	5,750	14,350	14,350
6281	M&R Machinery & Equipment	670	1,543	395	395
6291	Other Contractual Services	38,608	35,960	27,895	28,110
	SUBTOTAL CONTRACTUAL	70,143	74,197	105,435	90,650
6311	Office Supplies	0	30	0	0
6361	Operating M & S Bldgs & Grounds	0	60	0	0
6391	Operating Materials & Supplies	31,360	40,990	35,200	35,200
	SUBTOTAL COMMODITIES	31,360	41,080	35,200	35,200
6511	Equipment Rental, City	126,150	133,925	140,410	146,125
	SUBTOTAL FIXED CHARGES	126,150	133,925	140,410	146,125
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	0	1,000	0
	SUBTOTAL CAPITAL	0	0	1,000	0
	TOTAL	863,219	1,135,616	1,521,650	1,650,035

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2750	Community Preservation Manager	1.00		1.00	
2745	Community Preservation Coordinator	1.00		1.00	
0070	Senior Community Pres. Inspector	3.00		3.00	
2740	Community Preservation Inspector	22.00		22.00	
9800	Combination Inspector (P/T)		2.00		2.00
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	3.00		3.00	
	TOTAL	31.00	2.00	31.00	2.00

2 Community Preservation Inspector positions and 2 Part-time Combination Inspector positions added in FY 2006-07.

** \$1,559,785 in salary and benefits funded by CDBG Fund 135 in FY 08-09.*

GENERAL FUND

PLANNING & BUILDING AGENCY
Proactive Rental Enforcement Program

PROGRAM
11-510

Statement of Purpose

To reduce unhealthy conditions and life safety hazards for occupants of residential rental properties in highly impacted areas of Santa Ana by identifying and correcting code violations through a systematic inspection program.

The Proactive Rental Enforcement Program (PREP) is responsible for the inspection of all residential rental units in designated areas of Santa Ana with the goal of long-term upgrading of rental properties and thus decreasing the demand for City services and restoring stability to the neighborhoods.

Accomplishments in FY 06-07 & FY 07-08

- * The Proactive Rental Enforcement Program completed inspections in the northwest quadrant of the City, as well as numerous previously unreported rental properties in the southeast area. PREP also responded to all complaints received referencing rental properties.
- * The Rental Housing Task Force was consulted on rental property issues and received updates on the progress of the program. Information on PREP was forwarded to numerous other cities, as well as to the statewide code enforcement association regarding the implementation of programs similar to PREP.
- * With full support from the Rental Housing Task Force, the PREP Program was extended for an additional four years through 2011 to allow for another cycle of inspections of all residential rental properties throughout the City.
- * The Gold Seal Incentive Program application period was held to award exemptions from the annual Rental Inspection Fee to owners of exemplary rental properties. The qualifying properties passed a three-stage process, including detailed exterior and interior inspections to receive the Gold Seal certification. ensure they were being properly maintained and to address any new property maintenance issues that had developed.
- * PREP forwarded lists of previously unknown rental properties to the Finance Agency for collection of Business License and Rental Inspection Fees.

Action Plan for FY 2008-09

- * Respond to all complaints received for rental housing.
- * Conduct inspections of properties qualifying for The Gold Seal Incentive Program to ensure maintenance at an exemplary level.
- * Conduct inspections of 3,500 known rental properties in the northeast and southeast areas of the City.
- * Conduct survey of properties in previously inspected areas.
- * Participate in CDA sponsored rental manager training programs with Rental Housing Task Fore members.
- * Conduct presentation on rental inspection programs at state-wide code enforcement conference.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Inspection areas	2	2	2	2
Total inspections	7,000	8,000	7,000	8,000
Reinspections	3,000	3,500	4,000	3,500
Gold Seal Inspections	200	200	200	200

GENERAL FUND

PLANNING & BUILDING AGENCY		FUND 11			
Proactive Rental Enforcement Program		Activity 510			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	468,385	474,560	526,075	552,375
6141	Salaries & Wages-Overtime	720	4,696	1,000	1,000
6151	Retirement Plan	37,226	38,612	43,210	46,400
6161	Medicare Insurance	2,478	2,305	4,060	4,215
6171	Employees Insurance	65,311	69,815	80,590	87,465
6172	Retiree Medical Insurance	3,331	3,861	4,540	6,600
6181	Compensation Insurance	6,038	6,275	7,130	7,510
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	583,489	600,124	666,605	705,565
6211	Communications	2,904	2,913	4,075	4,075
6221	Training & Transportation	760	0	1,065	1,065
6251	Other Agency Services	450	375	405	405
6281	M&R Machinery & Equipment	0	0	110	110
6291	Other Contractual Services	671	0	4,340	4,340
	SUBTOTAL CONTRACTUAL	4,785	3,288	9,995	9,995
6311	Office Supplies	0	0	0	0
6341	Non-Consumable Items	0	0	0	0
6391	Operating Materials & Supplies	5,481	6,231	14,265	14,265
	SUBTOTAL COMMODITIES	5,481	6,231	14,265	14,265
6511	Equipment Rental, City	18,230	20,400	20,705	21,160
6535	Treasury Service Charge	29,940	30,320	31,685	33,905
	SUBTOTAL FIXED CHARGES	48,170	50,720	52,390	55,065
	TOTAL	641,925	660,363	743,255	784,890

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2360	Community Preservation Inspector II	1.00		1.00	
2740	Community Preservation Inspector	4.00		4.00	
2580	Permit Technician	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
	TOTAL	7.00		7.00	

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
11-613 Trans Planning & Project Management	600,000	558,000	1,200,000	1,274,000
11-621 Traffic Signal Maintenance	738,487	1,004,618	985,435	0
11-623 Roadway Markings & Signs	449,051	510,361	759,265	792,125
11-625 Street Lighting	1,741,035	2,137,962	2,441,165	2,498,860
11-631 Roadway Maintenance	752,227	3,025,309	1,713,530	109,015
11-637 Median Landscaping	480,036	584,231	528,710	0
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	36,218	715	177,440	196,225
6200 Contractual	4,510,599	5,601,588	6,750,840	3,843,325
6300 Commodities	25,424	24,733	85,000	85,000
6500 Fixed Charges	188,595	193,445	239,825	174,450
6600 Capital	0	2,000,000	375,000	375,000
TOTAL	<u>4,760,836</u>	<u>7,820,481</u>	<u>7,628,105</u>	<u>4,674,000</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	2.00		0.00	
4060	Maintenance Worker II	9.00		3.00	
4040	Public Works Crew Leader	1.00		0.00	
4160	Street Painter	4.00		4.00	
	TOTAL	<u>16.00</u>	<u>0.00</u>	<u>7.00</u>	<u>0.00</u>

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Transportation Planning & Project Management					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6251	Other Agency Services	600,000	558,000	1,200,000	1,274,000	
	SUBTOTAL CONTRACTUAL	600,000	558,000	1,200,000	1,274,000	
	TOTAL	600,000	558,000	1,200,000	1,274,000	

PURPOSE: In February 1996, the City of Santa Ana and other jurisdictions, including the Orange County Transportation Authority (OCTA), entered into a joint agreement supporting legislation to finance an acceptable plan of adjustment in the County of Orange bankruptcy case. Subsequently, state legislation was adopted which provides for a shift of sales tax revenues from OCTA to the County of Orange in exchange for gas tax revenues. The sales tax funds were earmarked by OCTA to fund public bus service operations. Because gas tax revenues received in the exchange cannot be used for bus operations, OCTA must identify another source of funds to maintain current bus service levels. In recognition of the importance of sustaining public bus service levels in Orange County, the City Managers Bankruptcy Committee proposed an exchange of funds between OCTA and several of the cities in the County. Under this proposal, the City of Santa Ana and other cities will exchange a portion of their local general fund revenues with OCTA for gas tax revenues. The exchange of funds would be for a period beginning in July 1997 and terminating in July 2013. An equal amount of general funds would be exchanged for gas tax revenues. Cities are required to allocate a fixed amount of local funds to transportation projects as a condition of receiving Measure M sales tax funds. For most cities, including the City of Santa Ana, this "Maintenance of Effort" or MOE consists mainly of city general fund revenues. The amount of funds to be exchanged will be determined annually, based on the City's adopted budget. The proposed agreement will allow OCTA to use the City general funds to maintain bus operations, and the City to use OCTA gas tax revenues to meet our MOE requirement. Through this cooperative approach, the participating cities will assist OCTA in avoiding a major reduction in bus services to all cities.

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	11-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Upgraded 7 CCTV cameras to the current standard Cohu iDome cameras. * Replaced over 100 traffic signal loops. * Completed the conversion of 2 flashing beacons to traffic signals on Civic Center Drive. * Completed modification of 2 fire station signal pre-emption systems. * Completed the Remote Traffic Management Center in Ross Annex. * Implemented a computerized traffic signal equipment inventory system. * Tested and implemented video over copper wire and wireless video for CCTV. * Completed repair of numerous interconnect and fiber splices to maintain the traffic communication infrastructure. 				
Action Plan for FY 2008-09				
<i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-621.</i>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	273	277	281	N/A
# of traffic signals in City maintained by others	32	32	32	N/A
# of CCTV cameras operated and maintained	36	36	1	N/A
# of Emergency Vehicle Preemptions maintained	125	129	129	N/A
# of changeable message signs maintained	10	10	10	N/A
# of Highway Advisory Radios maintained	1	0	0	N/A
# of Highway Advisory Telephones maintained	1	1	1	N/A
# of audible traffic signals maintained	2	2	2	N/A
# of flashing crosswalks maintained	2	7	7	N/A
# of street name signs replaced	50	20	10	N/A
# of flashing beacons maintained	7	7	5	N/A
# of interactive kiosks maintained	3	3	3	N/A
# of Video Imaging Detector systems maintained	32	40	46	N/A
# of protected-permissive traffic signals	12	12	15	N/A
# of conflict monitors replaced	27	0	0	N/A
# of traffic signal controllers upgraded to 2070	27	0	4	N/A
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	2510	3350	3600	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Traffic Signal Maintenance					Activity	621
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	134,192	145,557	160,000	0	
6271	M&R Improvements	526,590	780,033	661,675	0	
6291	Other Contractual Services	24,050	28,188	105,000	0	
	SUBTOTAL CONTRACTUAL	----- 684,832	----- 953,778	----- 926,675	----- 0	
6391	Operating Materials & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 0	----- 0	
6511	Equipment Rental, City	5,590	0	4,980	0	
6521	Insurance (Risk Management)	42,590	45,145	47,855	0	
6572	City Yard Operations	5,475	5,695	5,925	0	
	SUBTOTAL FIXED CHARGES	----- 53,655	----- 50,840	----- 58,760	----- 0	
	TOTAL	=====	=====	=====	=====	
		738,487	1,004,618	985,435	0	

GENERAL FUND

PUBLIC WORKS AGENCY Roadway Markings & Signs		PROGRAM 11-623		
Statement of Purpose				
<i>To provide safe traffic and pedestrian movement by maintaining and standardizing signs and painting legends.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed 100% of new standard stop sign installations. * Continued installation of new standard street name signs on an as-needed basis. * Continued replacement of painted crosswalks and legends with thermo-plastic on all first-time work and City street projects. * Renewed contract for annual roadway markings and sign maintenance operations. * Prepared specifications for annual guardrail/fencing maintenance contract. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue installation of new standard street name signs on an as-needed basis. * Renew and administer contract for annual roadway markings and sign maintenance operations. * Field a City sign maintenance crew to reduce material and labor costs associated with DTO work. * Search for new funding sources for neighborhood street markings and signs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Striping (all types - lineal feet)	2,060,850	1,135,260	2,550,000	2,550,000
Crosswalks (lineal feet)	264,000	165,340	264,000	264,000
# of legends	18,610	10,325	19,000	19,000
# of raised pavement markers	1,200	132	800	800
# of painted curbs	32,800	39,050	56,000	56,000
# of signs repaired/replaced	910	1,840	1,000	1,000

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Markings & Signs		Activity 623			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	118,965	129,100
6141	Salaries & Wages-Overtime	0	0	5,000	5,000
6151	Retirement Plan	0	0	9,520	10,570
6161	Medicare Insurance	0	0	1,680	1,825
6171	Employees Insurance	0	0	25,230	30,715
6172	Retirees Insurance	0	0	1,160	1,760
6181	Compensation Insurance	0	0	15,885	17,255
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 177,440	----- 196,225
6291	Other Contractual Services	447,707	507,442	501,775	515,000
	SUBTOTAL CONTRACTUAL	----- 447,707	----- 507,442	----- 501,775	----- 515,000
6371	Op M&S Improvement	0	0	0	0
6391	Operating Materials & Supplies	1,344	2,919	50,000	50,000
	SUBTOTAL COMMODITIES	----- 1,344	----- 2,919	----- 50,000	----- 50,000
6511	Equipment Rental, City	0	0	30,050	30,900
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 30,050	----- 30,900
	TOTAL	----- 449,051 =====	----- 510,361 =====	----- 759,265 =====	----- 792,125 =====

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	3.00		3.00	
4160	Street Painter	4.00		4.00	
	TOTAL	----- 7.00 =====		----- 7.00 =====	

GENERAL FUND

PUBLIC WORKS AGENCY		PROGRAM		
Street Lighting		11-625		
Statement of Purpose				
<p><i>To provide the City of Santa Ana with a modern energy-efficient lighting system.</i></p> <p>This program includes the design review, maintenance, and construction of street lighting systems to improve traffic and pedestrian safety, reduce maintenance costs, and discourage criminal activity.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY 2006-07</u></p> <ul style="list-style-type: none"> * Completed safety light inventory and map. * Completed painting 300 of the City's cast iron street lights. * Continued to review plans for new street lighting projects. <p><u>FY 2007-08</u></p> <ul style="list-style-type: none"> * Completed painting 300 of the City's cast iron street lights. * Entered into contract to re-cable Floral Park Neighborhood and Broadway Street. * Started re-cabling project in Floral Park Neighborhood. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue investigating the feasibility of installing energy saving devices on City-owned lighting. * Continue plan review of all new projects that include new street lighting. * Complete inventory and update safety lights Citywide. * Complete painting of 300 cast iron street lights. * Continue re-cabling project in Floral Park Neighborhood. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Edison-owned lights	11,359	11,404	11,404	11,414
# of City-owned lights - maintained	1,582	1,582	1,600	1,630
# of City-owned safety lights - maintained	849	860	875	875
# of inspections - City-owned lights	12	12	12	12
# of inspections - City-owned safety lights	12	12	12	12
# of City-owned street lights painted	300	300	300	300
Efficiency				
% of outages evaluated and referred for repair within 24 hours	100	100	100	100
Average # of days to repair outages by contractor	5	4	5	3
Annual energy costs for street lighting (\$)	1,567,981	1,820,077	1,847,400	1,860,310

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Street Lighting		Activity 625			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	1,860,310
6271	M&R Improvements	3,126	130,981	90,000	90,000
6281	M&R Machinery & Equipment	1,567,981	1,836,812	1,802,615	0
6291	Other Contractual Services	20,386	14,614	0	0
	SUBTOTAL CONTRACTUAL	1,591,493	1,982,407	1,892,615	1,950,310
6391	Operating Materials & Supplies	21,782	20,130	30,000	30,000
	SUBTOTAL COMMODITIES	21,782	20,130	30,000	30,000
6521	Insurance (Risk Management)	127,760	135,425	143,550	143,550
	SUBTOTAL FIXED CHARGES	127,760	135,425	143,550	143,550
6631	Improvements Other Than Buildings	0	0	375,000	375,000
	SUBTOTAL CAPITAL	0	0	375,000	375,000
	TOTAL	1,741,035	2,137,962	2,441,165	2,498,860

GENERAL FUND

PUBLIC WORKS AGENCY
Roadway Maintenance

PROGRAM
11-631

Statement of Purpose

To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contracts for annual asphalt street maintenance, pothole repair/sidewalk ramping, and sidewalk offset grinding.
- * Eliminated backlog of all outstanding water/sewer-cut repair requests and maintained a maximum 30-day repair response time.
- * Used 1,520 tons of asphalt to fill approximately 54,000 potholes and make small pavement overlays.
- * Applied asphalt concrete-ramping to sidewalks at over 11,160 locations.
- * Ground 3,520 sidewalk offset locations.
- * Continued preventive maintenance measures with crack sealing on 17th St., Bristol St., Santa Ana Blvd., Flower St., and Raitt St.

Action Plan for FY 2008-09

- * Extend contracts for annual asphalt roadway maintenance.
- * Continue preventive maintenance measures of crack-sealing major arterials.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Tons of asphalt concrete (AC) - street patching	4,900	500	7,200	0
Potholes filled (locations)	26,600	28,700	25,000	0
Crack sealing used (lin. feet)	0	89,600	155,000	78,000
Sidewalk patching (sq. feet)	8,800	6,300	5,000	0

GENERAL FUND

PUBLIC WORKS AGENCY		FUND 11			
Roadway Maintenance		Activity 631			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6141	Salaries & Wages-Overtime	0	0	0	0
6191	Other Personnel Services	36,218	715	0	0
	SUBTOTAL PERSONNEL	----- 36,218	----- 715	----- 0	----- 0
6211	Communications	(66)	0	0	0
6271	M&R Improvements	0	0	0	0
6291	Other Contractual Services	713,790	1,022,910	1,708,530	104,015
	SUBTOTAL CONTRACTUAL	----- 713,724	----- 1,022,910	----- 1,708,530	----- 104,015
6391	Operating Materials & Supplies	2,285	1,684	5,000	5,000
	SUBTOTAL COMMODITIES	----- 2,285	----- 1,684	----- 5,000	----- 5,000
6631	Imp Other than Building	0	2,000,000	0	0
	SUBTOTAL CAPITAL	----- 0	----- 2,000,000	----- 0	----- 0
	TOTAL	----- <u>752,227</u>	----- <u>3,025,309</u>	----- <u>1,713,530</u>	----- <u>109,015</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
404	Public Works Crew Leader	1.00		0.00	
406	Maintenance Worker II	6.00		0.00	
424	Equipment Operator-Street	2.00		0.00	
	TOTAL	----- <u>9.00</u>		----- <u>0.00</u>	

GENERAL FUND

PUBLIC WORKS AGENCY	PROGRAM			
Median Landscaping	11-637			
Statement of Purpose				
<p><i>To provide the City of Santa Ana with quality landscape median maintenance.</i></p> <p>This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.</p>				
Accomplishments in FY 06-07 & 07-08				
<p><u>FY - 06-07</u></p> <ul style="list-style-type: none"> * Assumed maintenance responsibilities for the vines on block wall at Main and Sunflower. * Installed artificial turf on median at Warner and Pullman. <p><u>FY - 07-08</u></p> <ul style="list-style-type: none"> * Assumed maintenance of Metrolink Rail Landscaping. * Assumed maintenance of Edinger Avenue - Lyon to Richie Streets. 				
Action Plan for FY 2008-09				
<p><i>The FY 08/09 budget for this activity is now in Special Revenues Program 29-637.</i></p>				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	21	47	47	N/A
# of street medians maintained	45	28	28	N/A
# of arterial sidewalks maintained	11	13	13	N/A
# of water reservoir areas maintained	6	6	6	N/A
# of parking structure and lots maintained	8	2	1	N/A
# of miscellaneous areas maintained	4	24	24	N/A
# of annual color areas maintained	0	11	11	N/A
Efficiency				
Annual irrigation cost in dollars	224,375	313,629	280,000	N/A
Annual maintenance cost in dollars	448,305	589,682	538,987	N/A
Square footage of landscaping maintained	3,035,074	3,035,074	3,163,186	N/A
Irrigation costs per sq. foot of landscaping	\$0.07	\$0.10	\$0.09	N/A
Maintenance costs per sq. foot of landscape area	\$0.15	\$0.19	\$0.17	N/A

GENERAL FUND

PUBLIC WORKS AGENCY					FUND	11
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	24,538	29,109	27,000	0	
6261	M&R Buildings & Grounds	448,305	547,942	494,245	0	
	SUBTOTAL CONTRACTUAL	<u>472,843</u>	<u>577,051</u>	<u>521,245</u>	<u>0</u>	
6391	Operating Materials & Supplies	13	0	0	0	
	SUBTOTAL COMMODITIES	<u>13</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6534	Information Services Charges	7,180	7,180	7,465	0	
	SUBTOTAL FIXED CHARGES	<u>7,180</u>	<u>7,180</u>	<u>7,465</u>	<u>0</u>	
	TOTAL	<u><u>480,036</u></u>	<u><u>584,231</u></u>	<u><u>528,710</u></u>	<u><u>0</u></u>	

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY
Mobile Vehicle Vending Program

PROGRAM
15-509

Statement of Purpose

Establish a more effective and organized enforcement program to address mobile vending vehicle concerns.

In October 2005, City Council adopted an ordinance that established regulations pertaining to the operation of mobile vending vehicles. In November 2005, City Council adopted a resolution approving a permit fee for mobile vending for the purpose of administering the program. The fee is used to fund two full-time positions to enforce the regulations and to conduct routine inspections.

Accomplishments in FY 07-08

* This program is currently on hold due to legal challenges in the court system by City vendors.

Action Plan for FY 2008-09

* This program is currently on hold due to legal challenges in the court system by City vendors.

GENERAL FUND SPECIAL REVENUE

PLANNING & BUILDING AGENCY		FUND 15			
Mobile Vending Program		Activity 509			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5406	Mobile Vending Fee	10,530	0	0	0
	TOTAL REVENUES	<u>10,530</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
6111	Salaries & Wages-Regular	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Medical Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	0	0	0	0
6590	Indirect Operating Expenses	0	0	0	0
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2740	Community Preservation Inspector	0.00		0.00	
7330	Senior Office Assistant	0.00		0.00	
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES

PROGRAM

Cable TV Fund

21-231

Statement of Purpose

To provide capital equipment and support services for the City's cable TV operations.

SERVICE PROGRAM

The Cable TV Fund provides the capital equipment and support services necessary to operate the City's Channel 3 cable channel. Services include City Channel 3 24/7 playback services, communication service upgrades, HD/widescreen equipment upgrades, and City facility broadcast equipment upgrades and maintenance.

GENERAL FUND SPECIAL REVENUE

PARKS, RECREATION & COMMUNITY SERVICES					FUND	21
Cable TV Fund					Activity	231
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:						
5113	CATV PEG Access Support	450,000	0	0	99,000	
5812	Earnings on Investment	0	15,298	0	0	
	TOTAL REVENUES	<u>0</u>	<u>15,298</u>	<u>0</u>	<u>99,000</u>	
EXPENDITURES:						
6291	Contract Services	4,485	7,939	0	53,900	
	SUBTOTAL CONTRACTUAL	<u>4,485</u>	<u>7,939</u>	<u>0</u>	<u>53,900</u>	
6391	Operating Materials & Supplies	11,508	19,629	0	45,100	
	SUBTOTAL COMMODITIES	<u>11,508</u>	<u>19,629</u>	<u>0</u>	<u>45,100</u>	
6641	Machinery and Equipment	87,428	0	0	0	
	SUBTOTAL COMMODITIES	<u>87,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>103,421</u>	<u>27,568</u>	<u>0</u>	<u>99,000</u>	

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GENERAL FUND CAPITAL PROJECTS

Parks & Recreation Special Revenue Fund PROGRAM

Fund 22

PURPOSE: This fund includes donations received for Parks & Recreation related capital projects.

	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
5798 Gifts and Donations	245,820	170,500	650,000
5799 Miscellaneous Recoveries	44,750	0	0
5812 Earnings on Investment	20,344	0	0
TOTAL PARKS & RECREATION SPECIAL REVENUES	310,914	170,500	650,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
22-Variou-6631 Improvements Other than Buildings	169,108	170,500	650,000
TOTAL ANTICIPATED EXPENDITURES	169,108	170,500	650,000
			FY 08-09
<i>Park Facility Improvements</i>			
22-231 Santa Ana Zoo "Tierra de las Pampas" Exhibit (UCI)			150,000
22-260 Santa Ana Zoo "Tierra de las Pampas" Exhibit (FOSAZ)			500,000
PRIOR YEAR FUNDING PROJECTS			
22-231 Flower Street Bike Trail Extension (Sandpoint Neighborhood Association) - PY			75,000
22-231 Thornton Park Basketball Court (Kiwanis Club Donation) - PY			85,000
22-231 Thornton Park Basketball Court (COSA Contribution) - PY			10,500
TOTAL PARK FACILITIES IMPROVEMENTS			820,500

GENERAL FUDN SPECIAL REVENUE

POLICE DEPARTMENT
Police Special Revenue Fund

PROGRAM
24 - Various

Statement of Purpose

To account for special revenue sources received by the police department

SERVICE PROGRAM

Police Special Revenue Fund - General (Fund 24-331)

K-9 Program (Fund 24-339)

This program was originally funded through the "LaVerne M. Wheeler 1990 Revocable Trust" and is for the purpose of providing funds for the "acquisition, training and maintenance of Canines...." of the Santa Ana Police Department.

The Wheeler Fund has been exahusted but nevertheless donations are likely to continue on a yearly basis from Mildred Proctor's Trust and from other donors.

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity VARIOUS		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5010-111	Other Revenue - Bank Recon	0	0	0	0
5226-2	On Track FY2004	0	0	0	0
5622-3	On Track FY2005	30,000	0	0	0
5631	Sale of Animals	2,768	0	0	0
5632	Police Athletic/Activities League	0	0	289,610	283,645
5798	Gifts & Donations	1,000	500	0	0
5798-339	Donations - K-9 Program	21,300	11	0	0
5798-341	Donations - Animal Outreach	1,892	13,161	13,000	0
5799-341	Misc Recovery - Animal Outreach	0	0	0	0
5812	Earnings on Investment	3,706	3,293	0	0
	TOTAL REVENUE	<u>60,666</u>	<u>16,965</u>	<u>302,610</u>	<u>283,645</u>
EXPENDITURES					
24-331	Police Special Revenue - General	32,734	34,936	13,000	0
24-332	Orange County On Track Program	9,012	0	0	0
24-333	Police Athletic/Activities League	0	50	289,610	283,645
24-339	K-9 Program	17,606	14,769	0	0
	TOTAL EXPENDITURES	<u>59,352</u>	<u>49,755</u>	<u>302,610</u>	<u>283,645</u>
POLICE DEPARTMENT			FUND 24		
Police Special Revenues - General			Activity 331		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	0	79	0	0
6261	M & R Bldgs & Grounds	27,165	0	0	0
6291	Other Contractual Services	211	24,194	13,000	0
	SUBTOTAL CONTRACTUAL	<u>27,376</u>	<u>24,272</u>	<u>13,000</u>	<u>0</u>
6313	Office Operations	0	0	0	0
6391	Other Material & Supplies	5,358	10,664	0	0
	SUBTOTAL COMMODITIES	<u>5,358</u>	<u>10,664</u>	<u>0</u>	<u>0</u>
6641	Capital Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>32,734</u></u>	<u><u>34,936</u></u>	<u><u>13,000</u></u>	<u><u>0</u></u>
POLICE DEPARTMENT			FUND 24		
K-9 Program			Activity 339		
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6211	Communications	1,772	1,843	0	0
6221	Training & Transportation	6,097	0	0	0
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	1,391	11,181	0	0
	SUBTOTAL CONTRACTUAL	<u>9,260</u>	<u>13,024</u>	<u>0</u>	<u>0</u>
6391	Other Material & Supplies	280	1,745	0	0
	SUBTOTAL COMMODITIES	<u>280</u>	<u>1,745</u>	<u>0</u>	<u>0</u>
6691	Animals	8,066	0	0	0
	SUBTOTAL CAPITAL	<u>8,066</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>17,606</u></u>	<u><u>14,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT
Police Athletic/Activities League (PAAL)

PROGRAM
024-333

Statement of Purpose

To prevent juvenile crime and violence by providing civic, athletic, recreational and educational opportunities to juveniles and to increase the level of trust and understanding between police officers and young people through communication, mentoring, and role modeling.

SERVICE PROGRAM

Police Services

- * To identify and obtain additional funding sources to contribute to the Santa Ana Police Department's PAAL Program through the establishment of a 501c(3)(a) nonprofit organization
- * Develop a long-term working partnership with the Santa Ana Police Officers Association, The California Police Activities League and The National Police Athletics/Activities Leagues Inc.
- * Enhance community awareness on the importance of young people developing positive attitudes towards law enforcement through civic, athletic, educational, and recreational activities
- * Expose youth to the supervision and positive influences of Santa Ana Police Department members and to expand the public's awareness regarding the police officer's role in the community
- * To use athletic, educational, and recreational activities to teach young people respect, maturity and good citizenship

GENERAL FUND SPECIAL REVENUE

POLICE DEPARTMENT					FUND	24
Police Athletic/Activities League					Activity	333
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	155,270	162,150	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	0	0	0	0	
6151	Retirement Plan	0	0	29,735	28,385	
6161	Medicare Insurance	0	0	740	2,150	
6171	Employees Insurance	0	0	21,330	27,375	
6172	Retiree Medical Insurance	0	0	855	1,215	
6181	Compensation Insurance	0	0	9,080	9,415	
	SUBTOTAL PERSONNEL	0	0	217,010	230,690	
6221	Training & Transportation	0	0	10,600	11,000	
6251	Other Agency Services	0	0	850	895	
6291	Other Contractual Services	0	0	8,500	8,950	
	SUBTOTAL CONTRACTUAL	0	0	19,950	20,845	
6391	Other Material & Supplies	0	50	39,650	41,635	
	SUBTOTAL COMMODITIES	0	50	39,650	41,635	
6590	Indirect Costs	0	0	13,000	11,320	
	SUBTOTAL FIXED CHARGES	0	0	13,000	11,320	
	TOTAL	0	50	289,610	283,645	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3200	Police Officer	1.00		1.00	
5330	Police Athletic/Activities League Assistant Director	1.00		1.00	
	TOTAL	2.00		2.00	

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GENERAL FUND CAPITAL PROJECTS

Capital Outlay Fund		PROGRAM			Fund 51
PURPOSE:		The Capital Outlay Fund accounts for the City's capital spending. In recent years, revenue from this fund has primarily been derived through transfers from the General Fund. Prior to passage of Proposition 13 in 1978, the City set a property tax sufficient to support its capital needs and payments on City Hall. With the passage of Proposition 13, the City's flexibility in setting the property tax rate was in effect eliminated.			
		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
51 CAPITAL OUTLAY FUND					
5010 1111	Other Revenue-Bank Recon	0	0	0	0
5385	Patricia Lane Park	130,000	0	0	0
5621	Expense Reimbursement	10	0	50,000	0
5621 250	Child Zoo - Expense Reimb	0	0	0	0
5798	Gifts & Donations	0	0	0	0
5799	Miscellaneous Recoveries	144,393	193,076	285,435	379,200
5799 5	Soccer Field Surcharge	32,613	52,339	56,000	56,000
5799 6	Zoo Easment - Caltrans	0	67,600	67,600	0
5804	Rental of Property	199,000	506,833	167,660	0
5812	Interest from Constr Fund	46,068	63,069	47,000	0
5813	Interest Income Trustee	0	210,474	0	0
5820	Const. Reimb. From Trustee	0	0	0	0
5990 0011	Transfer From General Fund	95,453	0	0	127,000
5990 5799	Cell Tower Rev from 301/011	0	62,101	0	0
TOTAL CAPITAL OUTLAY FUND REVENUES		<u>647,537</u>	<u>1,155,492</u>	<u>673,695</u>	<u>562,200</u>
EXPENDITURES					
51-012	<i>Non Departmental</i>				
6291	Other Contractual Services	1,865	0	217,660	0
6611	Land	0	1,231,679	0	0
6621	Buildings	501,818	6,988,669	0	0
6631	Improvements Other Than Buildings	349,337	0	0	127,000
6791	Bond Interest	241,541	0	0	0
		<u>1,094,561</u>	<u>8,220,348</u>	<u>217,660</u>	<u>127,000</u>
51-106	<i>MacArthur Place Development</i>				
6641	Machinery & Equipment	44,286	0	0	0
		<u>44,286</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-179	<i>Computer Modification</i>				
6641	Machinery & Equipment	0	520,196	0	0
		<u>0</u>	<u>520,196</u>	<u>0</u>	<u>0</u>
51-244	<i>Stadium Parking Lot Landscape</i>				
6631	Improvements Other Than Buildings	53,612	0	0	0
		<u>53,612</u>	<u>0</u>	<u>0</u>	<u>0</u>
51-250	<i>Park Improvements</i>				
6631	Improvements Other Than Buildings	20,870	512,934	353,035	379,200
		<u>20,870</u>	<u>512,934</u>	<u>353,035</u>	<u>379,200</u>
51-271	<i>Recreation Improvements</i>				
6611	Land	0	0	0	0
6631	Improvements Other Than Buildings	164	395	56,000	56,000
		<u>164</u>	<u>395</u>	<u>56,000</u>	<u>56,000</u>
51-615	<i>City Facility Improvements</i>				
6631	Improvements Other Than Buildings	12,379	4,931	0	0
		<u>12,379</u>	<u>4,931</u>	<u>0</u>	<u>0</u>
51-631	<i>Transportation - Street</i>				
6631	Improvements Other Than Buildings	104,404	200	0	0
		<u>104,404</u>	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY EXPENDITURES		<u>1,330,276</u>	<u>9,259,004</u>	<u>626,695</u>	<u>562,200</u>
PROJECTS					
ADD: Allocation for future projects and project contingencies (Soccer Field Surcharge)					56,000
ADD: Allocation for future projects and project contingencies (Cell Tower Revenue)					279,200
ADD: Allocation for Santa Ana Zoo "Tierra de las Pampas" Exhibit					100,000
TOTAL PROJECTS					<u>435,200</u>

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE FUND - CDA		PROGRAM		
Downtown Maintenance		407-933		
Statement of Purpose				
<p><i>To provide on-going maintenance and improvements of public spaces in the City of Santa Ana Downtown area and in the Willard Street neighborhood.</i></p> <p>The City needs to effectively manage the cleanliness and maintenance of the streets, sidewalks and other public spaces in the Downtown area. This fund will cover charges including utility costs, signage, landscaping, irrigation, banner maintenance, sweeping, steam cleaning and litter control.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented a Litter Control Program with a Downtown Ambassador component. * Effectively utilized steam cleaning resources to provide an even coverage in downtown high traffic areas. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to provide litter control and steam cleaning in the downtown area. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of blocks receiving street sweeping	28	28	28	28
No. of blocks receiving sidewalk and steam cleaning	28	34	28	28
No. of blocks receiving litter control	34	34	34	34
Efficiency				
Litter Control Standard	65%	70%	80%	80%
Steam Cleaning Standard	40%	50%	60%	60%
Effectiveness				
No. of customers assisted by Ambassador Program	2,500	2,500	2,500	2,500

GENERAL FUND SPECIAL REVENUE

DOWNTOWN MAINTENANCE					FUND	407
Downtown Maintenance - Redevelopment					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5621	Expense Reimbursement	0	2,400	0	0	
5804	Rental of Property	36,000	36,000	36,000	36,000	
5990-11	Transfer from Fund 11	0	0	514,000	589,000	
		<u>36,000</u>	<u>38,400</u>	<u>550,000</u>	<u>625,000</u>	
EXPENDITURES						
6201	Utilities	6,408	8,415	20,000	20,000	
6281	M&R Machinery & Equipment	969	0	0	0	
6291	Other Contractual Services	<u>275,261</u>	<u>283,543</u>	<u>515,000</u>	<u>590,000</u>	
	SUBTOTAL CONTRACTUAL	282,638	291,958	535,000	610,000	
6391	Operating Material & Supplies	<u>3,238</u>	<u>183</u>	<u>15,000</u>	<u>15,000</u>	
	SUBTOTAL COMMODITIES	3,238	183	15,000	15,000	
6631	Improvements Other Than Buildings	<u>286,005</u>	<u>2,105</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	286,005	2,105	0	0	
	TOTAL	<u><u>571,881</u></u>	<u><u>294,246</u></u>	<u><u>550,000</u></u>	<u><u>625,000</u></u>	

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■ INTERNAL SERVICE FUND DEFINITION

Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies on a cost-reimbursement basis.

■ RELATIONSHIP BETWEEN INTERNAL SERVICE FUNDS & TOTAL CITY BUDGET

The Internal Service Fund is an independent budget with its own set of revenue and expenditure accounts. However, the Internal Service Fund is *not* calculated as part of the total City budget to avoid “double-counting” revenue and expenditures and inflating the total budget. The only revenue received by internal service funds come from cross-charges made to other funds. Since the money used to pay cross-charges has already been counted once as current revenue by the paying fund, internal service fund receipts are counted as transfers and not as current revenue in the total City budget.

The same principle applies to the expenditure side. For example, the Liability Fund charges other funds for services rendered. This cross-charge is an expenditure for the fund receiving the service. The Liability Fund receives this cross-charge as revenue and then uses this same money to pay for insurance premiums--which is an expenditure for the Liability Fund. From a total budget perspective, however, these two expenditures are recognized only once (as a Direct Expenditure) at the time the original cross-charge was made.

Internal service expenditures implement the City’s expressed goal of “optimizing workforce effectiveness through training, technology, equipment, and facilities.” As examples, the internal service budget helps pay for communications and computerization (Fund 102/109), patrol cars (Fund 76), maintenance of all city vehicles (75), and building maintenance (Fund 73).

Each individual internal service fund departmental cost allocation is calculated differently depending on the type of service the internal service provides. For example, the Building Maintenance department which provides custodial service and maintenance to City structures, basis its cost allocations on square footage and the type service requested (either labor and materials or labor alone). City Yard Operations also basis its departmental cost allocation on square footage being used by each agency (PWA, PRCSA, Finance, etc). A rental fee is charged to these departments. Fleet Operations & Maintenance Fund basis its cost allocation on vehicle scheduled maintenance, replacement cost and gas consumption.

■ INTERNAL SERVICE FUND BEGINNING & ENDING FUND BALANCE

Table 3-1 shows the fund balance fluctuations in the various Internal Service Funds. Building Maintenance fund has experienced a structural deficit for many years as a result of underestimating project related activity and not recouping correct revenue charges from its users. As a result, a building maintenance committee was establish during fiscal year 07-08 to standardize the types of projects managed by this

fund as well as to improve the method in which users are charged. This fund will be closely monitored so that its projected deficit will not materialize. Employee Group Insurance fund balance will remain flat and may experience an increase as health insurance premiums will remain relatively flat. Workers Compensation fund balance continues to move into positive territory as a result of higher departmental revenue charges and lower claims payable requirements per the most recent actuarial study. Communications & Information Services fund balance is anticipated to decrease by 86.7% due to the implementation of a new ERP system and special projects that are projected to occur during FY08-09.

■ INTERNAL SERVICE FUND SUMMARY

Table 3-2 provides a summary of the individual internal service funds by department responsible for managing the fund. The Internal Service Fund (ISF) revenues and expenditures shown in Table 3-2 are not considered as a separate piece of the total City budget pie (as shown on pie charts pages 1-2 & 1-3) since the ISF revenues and transfers originate from all other funds (i.e. General Fund, CDA, Special, Enterprise, etc.). The Internal Service Funds support 173.95 positions or 9.92 percent of the City’s 1,754 employees.

■ PERSONNEL SERVICES AGENCY

Personnel Services manages five of the twenty internal service fund activities and accounts for \$66,105,765 or 57.7 percent of total ISF appropriations. This makes Personnel Services the City’s largest internal service fund operation in dollar terms due to the large reserve for claims under the Liability and Worker’s Compensation funds. Included in Personnel Services Agency are: Risk Management/Liability & Property, Employee Group Benefits, Workers’ Comp and Quality & Management Training.

● Funds 80, 81, & 82- Risk Management/Self Insurance

Liability & Property Fund 80, Employee Group Benefits Fund 81, and Workers Compensation Fund 82 pay for the City’s self-insurance programs, liability claims, health and dental benefits, and workers compensation. Revenues come from cross charges to the agencies budget in their Employees Insurance 6171, Compensation Insurance 6181, and Insurance (Risk Management) 6521 line items. Additional information regarding the Risk Management Comprehensive program is located on page 1-26.

● Fund 88 – Quality & Management Training

This fund provides administrative and support services for the City’s various training programs that include Total Quality Service (TQS) and the Public Business Academy. Revenues come from department/agency charges in the Training & Transportation 6221 line-item. Commencing in FY07-08, operations and funding for Quality Training have been absorbed under the General Fund Non-Departmental and Personnel Services activities. In-house training programs are discussed further in the Professional Management section on page 1-30.

INTERNAL SERVICE FUND
BEGINNING & ENDING FUND BALANCE
TABLE 3-1

	FUND 71 & 72 CENTRAL SERVICES			FUND 73 BUILDING MAINTENANCE			FUND 75 & 76 EQUIPMENT MAIN. & REPLACEMENT		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources									
Use of Money & Property	15,234	10,500	15,500	11,255	9,500	0	169,845	152,000	131,115
Charges for Services	1,106,146	1,162,300	967,860	3,389,725	3,688,945	3,890,055	10,007,598	8,955,949	9,541,755
Other Revenue	6,398	7,000	7,000	0	0	0	49,200	163,700	55,000
Transfers In	0	0	0	0	750,000	250,000	46,491	0	0
Total	<u>1,127,778</u>	<u>1,179,800</u>	<u>990,360</u>	<u>3,400,980</u>	<u>4,448,445</u>	<u>4,140,055</u>	<u>10,273,134</u>	<u>9,271,649</u>	<u>9,727,870</u>
Expenditures									
General Government	1,016,212	1,179,800	1,008,835	3,375,802	4,766,370	4,330,075	10,665,429	9,472,760	10,582,270
Transfers Out	0	0	0	195,910	0	0	0	0	0
Total	<u>1,016,212</u>	<u>1,179,800</u>	<u>1,008,835</u>	<u>3,571,712</u>	<u>4,766,370</u>	<u>4,330,075</u>	<u>10,665,429</u>	<u>9,472,760</u>	<u>10,582,270</u>
Net Increase (Decrease) in Fund Balance	<u>111,566</u>	<u>0</u>	<u>(18,475)</u>	<u>(170,732)</u>	<u>(317,925)</u>	<u>(190,020)</u>	<u>(392,295)</u>	<u>(201,111)</u>	<u>(854,400)</u>
Beginning Fund Balance, July 1	512,984	624,550	624,550	199,372	28,640	(289,285)	11,863,615	11,471,320	11,270,209
Ending Fund Balance, June 30	<u>624,550</u>	<u>624,550</u>	<u>606,075</u>	<u>28,640</u>	<u>(289,285)</u>	<u>(479,305)</u>	<u>11,471,320</u>	<u>11,270,209</u>	<u>10,415,809</u>
	FUND 80 LIABILITY & PROPERTY			FUND 81 EMPLOYEE GROUP INSURANCE					
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED			
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09			
Revenues and Other Sources									
Use of Money & Property	746,265	514,570	655,495	62,724	51,540	86,120			
Charges for Services	8,345,170	8,845,895	8,845,895	17,127,325	17,991,712	23,353,095			
Other Revenue	16,285	15,000	15,000	2,745,798	2,742,380	2,755,800			
Total	<u>9,107,720</u>	<u>9,375,465</u>	<u>9,516,390</u>	<u>19,935,847</u>	<u>20,785,632</u>	<u>26,195,015</u>			
Expenditures									
General Government	4,068,570	7,768,610	7,822,660	19,620,905	21,416,050	26,195,015			
Total	<u>4,068,570</u>	<u>7,768,610</u>	<u>7,822,660</u>	<u>19,620,905</u>	<u>21,416,050</u>	<u>26,195,015</u>			
Net Increase (Decrease) in Fund Balance	<u>5,039,150</u>	<u>1,606,855</u>	<u>1,693,730</u>	<u>314,942</u>	<u>(630,418)</u>	<u>0</u>			
Beginning Fund Balance, July 1	6,014,035	11,053,185	12,660,040	1,183,078	1,498,020	867,602			
Ending Fund Balance, June 30	<u>11,053,185</u>	<u>12,660,040</u>	<u>14,353,770</u>	<u>1,498,020</u>	<u>867,602</u>	<u>867,602</u>			

FINANCE & MANAGEMENT SERVICES

Finance manages nine of the twenty ISF activities which represents \$33,581,905 or 29.3 percent of total. Included in the Citywide Info Services Strategic Plan (fund 109) is funding for the replacement of the City's obsolete finance software application with a fully integrated, real-time software application. The new financial system project is underway.

Fund 71/72 – Central Services

This fund provides duplication and messenger services for agendas, budgets, bulletins, brochures, forms, minutes, internal/external mail and the replacement and leasing of copiers. Revenue comes from actual cost charges for services provided under the Operating Materials & Supplies 6391 line-item.

Fund 73 – Building Maintenance

This fund provides for the maintenance, janitorial services, and utilities to City departments including the Police Administration & Holding Facility, Fire Stations, various

Recreation facilities and City Hall/Ross Annex. Revenue comes from department cross charges in the Building Rental 6571 line-item.

Fund 102 – Communications & Citywide & Fund 109/110 – Information Services Strategic Plan

This fund has two activities (Communication Services 102 and Technology Plan 109/110) and provides for the acquisition, installation, maintenance, repair and replacement of the City's telephone and computer systems including voice mail, fax, and other data communication and automation services. Revenue comes from departmental cross-charges in the Communications 6211 line-item and fund transfers. Technology plan increase of 106.4% (over the previous year) is related to special projects as well as the debt service and costs associated with the new financial system.

Fund 75/76 – Equipment Maint. & Replacement

This sub-group includes Stores & Property Control and provides for the maintenance, repair, and replacement of City vehicles and other gasoline or diesel-powered

INTERNAL SERVICE FUND
BEGINNING & ENDING FUND BALANCE
TABLE 3-1

	FUND 82 WORKER'S COMPENSATION			FUND 85 CORPORATE YARD			FUND 88 QUALITY TRAINING		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources									
Use of Money & Property	612,260	419,000	545,300	17,427	15,700	15,700	10,693	0	0
Charges for Services	8,424,446	9,247,565	9,247,565	873,940	908,740	956,905	294,330	0	0
Other Revenue	427,773	400,000	400,000	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
Total	9,464,479	10,066,565	10,192,865	891,367	924,440	972,605	305,023	0	0
Expenditures									
General Government	6,586,575	7,927,405	7,241,310	0	0	0	188,155	0	0
Public Works	0	0	0	836,361	1,082,525	1,107,605	0	0	0
Total	6,586,575	7,927,405	7,241,310	836,361	1,082,525	1,107,605	188,155	0	0
Net Increase (Decrease) in Fund Balance	2,877,904	2,139,160	2,951,555	55,006	(158,085)	(135,000)	116,868	0	0
Beginning Fund Balance, July 1	(7,386,131)	(4,508,227)	(2,369,067)	550,202	605,208	447,123	117,815	234,683	234,683
Ending Fund Balance, June 30	(4,508,227)	(2,369,067)	582,488	605,208	447,123	312,123	234,683	234,683	234,683
	FUND 86 & 101 ENGINEERING & ADMIN.			FUND 102, 109 & 110 COMMUNICATIONS					
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED			
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09			
Revenues and Other Sources									
Use of Money & Property	103,089	60,000	95,000	634,991	572,365	585,000			
Charges for Services	8,932,120	12,592,510	12,838,575	8,705,573	8,531,970	8,575,620			
Licenses, Permits & Fines	235,788	205,000	228,500	0	0	0			
Other Revenue	0	0	0	193,235	190,000	0			
Transfers In	10,000	0	0	0	0	0			
Total	9,280,997	12,857,510	13,162,075	9,533,799	9,294,335	9,160,620			
Expenditures									
General Government	0	0	0	6,502,130	11,684,729	19,816,120			
Public Works	10,266,742	13,490,910	14,971,605	0	0	0			
Interest	0	0	0	4,014	0	0			
Total	10,266,742	13,490,910	14,971,605	6,506,144	11,684,729	19,816,120			
Net Increase (Decrease) in Fund Balance	(985,745)	(633,400)	(1,809,530)	3,027,655	(2,390,394)	(10,655,500)			
Beginning Fund Balance, July 1	1,507,081	521,336	(112,064)	11,640,007	14,667,662	12,277,268			
Ending Fund Balance, June 30	521,336	(112,064)	(1,921,594)	14,667,662	12,277,268	1,621,768			

equipment. Revenue comes from department charges agencies in their Equipment Rental 6511 line-item.



● **Fund 85 – City Yard Operations**

This fund provides for maintenance and security services at the City’s Corporate Yard and Fleet Maintenance Facility which has a combined area of 11.5 acres with about 140,000 square feet of facilities. Revenue comes from City Yard Rental 6572 line-item charges to departments located at the city yard.

■ **PUBLIC WORKS AGENCY**

Public Works manages six of the twenty internal service fund activities which represents \$14,971,605 or 13.1 percent of total internal service fund appropriations.

● **Fund 86 –Engineering Services**

This fund pays for transportation planning (86-613), traffic (86-621), construction engineering (86-651), design engineering (86-653), formulating transportation policy, and developing the Capital Improvement Program (CIP). Revenues come from enterprise funds and capital projects.

● **Fund 101 – Public Works Admin. Services**

In FY 95-96, the Public Works Administrative Services Internal Fund 101 was established to account for the costs of administrative and development engineering services. Revenues come from charges to the various funds and activities supported by the Agency.



INTERNAL SERVICE FUND SUMMARY
Table 3-2

DEPARTMENT/ UNIT	Actual FY 06-07	Projected FY 07-08	Adopted FY 08-09	% of FY 08-09 Total	Increase (Decrease) Over Prior Year	
					07-08 to 08-09 in \$	in %
REVENUES						
71 Central Services	1,127,778	1,157,190	952,500	1.1%	(204,690)	-17.7%
72 Copier Lease Program	0	22,610	37,860	0.0%	15,250	67.4%
73-Var. Building Maintenance	3,400,980	4,448,445	4,140,055	4.9%	(308,390)	-6.9%
75-Var. Fleet Maintenance & Stores	10,103,025	9,121,649	9,596,755	11.3%	475,106	5.2%
76-145 Equipment Replacement	170,109	150,000	131,115	0.2%	(18,885)	-12.6%
80-180 Liability & Property	9,107,720	9,375,465	9,516,390	11.2%	140,925	1.5%
81-Var Employee Group Benefits	19,935,847	20,785,632	26,195,015	30.8%	5,409,383	26.0%
82-178 Workers Compensation	9,464,479	10,066,565	10,192,865	12.0%	126,300	1.3%
85 City Yard Operations	891,367	924,440	972,605	1.1%	48,165	5.2%
86-Var Engineering Services	6,154,598	8,384,750	8,609,755	10.1%	225,005	2.7%
88-141 Quality & Mgmt. Training	305,023	0	0	0.0%	0	n/a
101-Var Administration Services	3,126,399	4,472,760	4,552,320	5.4%	79,560	1.8%
102 Communications Services	2,214,056	2,104,115	2,160,400	2.5%	56,285	2.7%
109-110 I.S Technology Plan	8,840,653	7,940,220	8,000,220	9.4%	60,000	0.8%
Revenue Grand Total	74,842,034	78,953,841	85,057,855	100.0%	6,104,014	7.7%
EXPENDITURES BY DEPARTMENT						
Personnel Services Agency						
80-180 Liability & Property	4,068,570	13,577,355	13,946,835	12.2%	369,480	2.7%
81-170 Section 125 Benefits	918,820	915,500	713,765	0.6%	(201,735)	-22.0%
81-177 Employee Group Benefits	18,702,085	20,500,550	25,481,250	22.2%	4,980,700	24.3%
82-178 Workers Compensation	6,586,575	28,530,267	25,963,915	22.6%	(2,566,352)	-9.0%
88-141 Quality & Mgmt. Training	188,155	0	0	0.0%	0	n/a
Subtotal	30,464,205	63,523,672	66,105,765	57.7%	2,582,093	4.1%
Finance & Management Services Agency						
71-176 Central Services	1,016,212	1,157,190	970,975	0.8%	(186,215)	-16.1%
72 Copier Lease Program	0	22,610	37,860	0.0%	15,250	67.4%
73-Var. Building Maintenance	3,571,712	4,766,370	4,330,075	3.8%	(436,295)	-9.2%
75-111 Fleet Maintenance	8,357,089	6,412,855	6,655,345	5.8%	242,490	3.8%
75-112 Stores & Property Control	2,188,846	514,290	532,810	0.5%	18,520	3.6%
76-145 Equipment Replacement	119,494	280,115	131,115	0.1%	(149,000)	-53.2%
85-107 City Yard Operations	836,361	1,082,525	1,107,605	1.0%	25,080	2.3%
102-171 Communications Services	1,556,946	2,252,455	2,211,610	1.9%	(40,845)	-1.8%
109-110 Var. Technology Plan	4,949,198	8,529,196	17,604,510	15.4%	9,075,314	106.4%
Subtotal	22,595,858	25,017,606	33,581,905	29.3%	8,564,299	34.2%
Public Works Agency						
86-613 Transport Planning./Proj. Mgmt.	510,240	742,225	754,635	0.7%	12,410	1.7%
86-621 Traffic Engineering	1,908,815	2,694,630	2,869,995	2.5%	175,365	6.5%
86-651 Construction Engineering	2,229,706	2,759,390	3,066,780	2.7%	307,390	11.1%
86-653 Design Engineering	1,340,157	2,214,170	2,718,345	2.4%	504,175	22.8%
101-601 Administrative Services	3,226,516	3,801,720	4,097,620	3.6%	295,900	7.8%
101-611 Development Services	1,051,307	1,278,775	1,464,230	1.3%	185,455	14.5%
Subtotal	10,266,741	13,490,910	14,971,605	13.1%	1,480,695	11.0%
Expenditure Grand Total	63,326,804	102,032,188	114,659,275	100.0%	12,627,087	12.4%
INTERNAL SERVICE FUNDS PERSONNEL						
Number of Positions	161.48	169.30	173.95		4.65	2.7%
as % of Total City Workforce	9.36%	9.64%	9.92%			

Note: Includes Interfund Transfers

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES
Central Services

PROGRAM
71-176

Statement of Purpose

To provide reprographic and messenger services to all City Agencies.

This program provides in-house, at-cost services to the City Council and all Agencies. Efficient mass reprographic duplication, special one-time print order photocopying, and direct and confidential delivery messaging services with door-to-door delivery are part of standard customer service operations.

All regular delivery mail received is routed securely to its destination twice per day. Special delivery express and overnight mail is delivered by Messenger on arrival to destination. Reprographic orders are also delivered immediately after production. Agencies can utilize online capabilities to forward a digital document for perfect black/white and vivid color copies.

Accomplishments in FY 06-07 & FY 07-08

- * Initiated new copier lease program, currently 10 copiers under lease.
- * Replaced messenger service van
- * Converted to sustainably-forested copier paper
- * Installed Customer Service Counter

Action Plan for FY 2008-09

- * Replace Smart Track system with a more up-to-date tracking system
- * Increase number of copiers in lease program

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of in-house impressions made	7,397,058	7,376,242	7,100,000	7,100,000
# of pieces of outgoing mail posted	746,936	842,315	477,000	477,000
Efficiency				
Aver. # of days to complete duplicating requests	1	1	1	1
% of copy requests completed w/in 2 work-days	99%	99%	99%	99%
Savings on Metered Mail	\$13,966	\$14,986	\$9,200	\$9,200

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 71			
Central Services		Activity 176			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
<u>REVENUES</u>					
5010-1111	Other Revenue-Bank Recon	0	0	0	0
5551	Charges to Departments	979,145	1,106,145	1,140,190	930,000
5621	Expense Reimbursement	18,607	0	0	0
5759	Miscellaneous Receipts	5,583	6,399	7,000	7,000
5812	Earnings on Investments	10,243	15,234	10,000	15,500
	TOTAL REVENUES	<u>1,013,578</u>	<u>1,127,778</u>	<u>1,157,190</u>	<u>952,500</u>
<u>EXPENDITURES</u>					
6111	Salaries & Wages-Regular	159,476	176,772	192,080	201,230
6131	Salaries & Wages-Temporary	21,276	31,603	36,990	41,815
6141	Salaries & Wages Overtime	784	985	900	900
6151	Retirement Plan	12,661	14,091	17,115	18,420
6161	Medicare Insurance	2,413	2,827	3,115	3,310
6171	Employees Insurance	23,614	24,695	28,090	22,910
6172	Retiree Health Insurance	1,239	1,414	1,920	2,815
6181	Compensation Insurance	2,454	2,889	3,300	3,495
6191	Other Personnel Services	21,795	4,823	20,000	10,000
	SUBTOTAL PERSONNEL	<u>245,712</u>	<u>260,099</u>	<u>303,510</u>	<u>304,895</u>
6211	Communications	4,139	3,751	4,000	4,000
6221	Training & Transportation	11,375	7,971	20,000	15,000
6281	M&R Machinery & Equipment	93,222	92,956	120,000	120,000
6291	Other Contractual Services	28,508	34,269	38,245	38,245
6294	Lease Payments	0	0	10,000	0
	SUBTOTAL CONTRACTUAL	<u>137,243</u>	<u>138,947</u>	<u>192,245</u>	<u>177,245</u>
6312	Postage	268,268	354,000	444,190	275,000
6391	Operating Materials & Supplies	71,450	77,516	76,605	76,605
	SUBTOTAL COMMODITIES	<u>339,718</u>	<u>431,516</u>	<u>520,795</u>	<u>351,605</u>
6511	Equipment Rental, City	6,994	7,240	7,600	8,180
6521	Insurance (Risk Management)	7,660	8,120	8,605	8,605
6537	Information Services Strategic Plan	16,505	16,505	10,000	10,000
6571	Building & Site Rental	72,070	76,560	80,390	86,015
6590	Indirect Operating Expenses	15,980	23,737	34,045	24,430
6591	Depreciation Expense	56,519	53,518	0	0
	SUBTOTAL FIXED CHARGES	<u>175,727</u>	<u>185,680</u>	<u>140,640</u>	<u>137,230</u>
6641	Machinery & Equipment	2,018	0	0	0
6661	Computer Software	426	(31)	0	0
	SUBTOTAL CAPITAL	<u>2,444</u>	<u>(31)</u>	<u>0</u>	<u>0</u>
	TOTAL	<u>900,844</u>	<u>1,016,212</u>	<u>1,157,190</u>	<u>970,975</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.07	
0190	Administrative Services Manager	0.25		0.25	
0150	Senior Management Analyst	0.10		0.10	
7030	Central Services Supervisor	1.00		1.00	
7260	Reprographic Equipment Operator	2.00		2.00	
7170	Mail Clerk/Messenger	1.00		1.00	
7260	Reprographic Equipment Operator (PT)				
	Clerical Aide		3.00		3.00
	TOTAL	<u>4.42</u>	<u>3.00</u>	<u>4.42</u>	<u>3.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	72
Copier Lease Program					Activity	176
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>REVENUES</u>						
5010-111	Other Revenue-Bank Recon	0	0	0	0	
5551	Charges to Departments	0	0	22,110	37,860	
5812	Earning on Investment	124	0	500	0	
5990	Transfer from Fund 71	0	0	0	0	
	TOTAL REVENUES	<u>124</u>	<u>0</u>	<u>22,610</u>	<u>37,860</u>	
 <u>EXPENDITURES</u>						
6294	Lease Payments	0	0	22,110	37,860	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>22,110</u>	<u>37,860</u>	
	TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>22,110</u>	<u>37,860</u>	
	 Capital Outlay	9,223	0	500	0	

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INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 73			
Building Maintenance					
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
<u>REVENUES</u>					
5512	McFadden Learning Center	39,060	45,705	47,990	51,350
5513	Newhope Branch Library	47,235	43,920	46,116	49,345
5516	Rental - City Hall	1,134,155	1,228,990	1,290,440	1,323,645
5517	Rental - New Corporate Yard	515,890	548,030	575,432	615,715
5522	Rental - El Salvador Building	18,790	21,990	23,090	24,705
5523	Rental - Jerome Building	30,995	36,270	38,084	40,750
5524	Rental - Ross Annex	636,305	689,515	723,991	774,670
5525	Rental - Santa Anita Building	6,145	7,190	7,550	8,080
5526	Rental - Senior Citizen Center	39,205	45,875	48,169	51,540
5528	Rental - Police Facility	393,285	422,790	573,660	613,815
5529	Rental - Library Building	190,525	208,650	219,083	234,420
5530	Rental - Corbin Center	36,130	42,280	44,394	47,505
5531	Rental - Police Substation	5,875	6,240	6,552	7,010
5534	Rental - Southwest Senior Center	36,130	42,280	44,394	47,505
5621	Expense Reimburement	0	0	0	0
5812	Earnings on Investments	16,674	11,255	9,500	0
5990-11	Transfer in from General Fund	0	0	750,000	250,000
5990-109	Transfer in from I.S. Fund	0	0	0	0
	TOTAL REVENUES	<u>3,146,399</u>	<u>3,400,980</u>	<u>4,448,445</u>	<u>4,140,055</u>
<u>EXPENDITURES</u>					
	73-105 Building Maintenance	2,609,535	2,696,746	3,777,375	3,367,695
	73-106 Custodial Services	865,577	874,966	988,995	962,380
	TOTAL EXPENDITURES	<u>3,475,112</u>	<u>3,571,712</u>	<u>4,766,370</u>	<u>4,330,075</u>
<p><i>Note: The Building Maintenance Program makes each City agency a "tenant" at cost. Agencies are charged a rental rate per square foot based on actual maintenance costs. Rental charges for maintenance and repair of the buildings are the primary source of Fund 73-105 revenue.</i></p>					
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.15		0.15	
1180	Assistant Director, Finance & Mgmt Svs.	0.05		0.05	
0260	Building Maintenance Superintendent	1.00		0.00	
	Facility Maintenance Superintendent	0.00		1.00	
4310	Building Maintenance Supervisor	2.00		2.00	
4140	Building Maintenance Technician	7.00		7.00	
4315	Building Maintenance Aide	1.00		1.00	
4090	Custodian Supervisor	1.00		1.00	
4020	Custodian (Lead)	1.00		1.00	
4000	Custodian	7.00		7.00	
4005	Custodial Aide/Porter	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
9170	Janitor		9.00		9.00
4140	Building Maintenance Technician (P/T)		1.00		1.00
8100	Sr. Administrative Intern		1.00		1.00
9740	Painter (PT)		1.00		1.00
	TOTAL	<u>22.20</u>	<u>12.00</u>	<u>22.20</u>	<u>12.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM		
Building Maintenance - Facilities		73-105		
Statement of Purpose				
<p><i>To maintain safe, secure, attractive, and energy-efficient City facilities and equipment (assets) through regular preventive maintenance (PM), certifications, energy management, and custodial services.</i></p> <p>This program is responsible for maintaining one million square feet that covers 38 city buildings including City Hall and the Police Holding & Administration Facility. Asset Management is accomplished through an extensive preventive maintenance program which increases the life cycle of the asset while reducing repair and replacement costs. The program also manages janitorial services (both in-house and contract) needed to keep city facilities at a high standard of appearance and cleanliness.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Monitored and manage energy consumption to meet energy reduction plan. * Engineered and install a new fire monitoring system at the Ross Annex. * Installed a new fire door at the Ross Annex * Installed a new chiller at the Train Station. * Made tenant improvements to the 6th and 7th floors of City Hall. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Install new roofing at the Santa Anita Center. * Install new roofing at Fire Station 4's flat area. * Install new roofing at Fire Station 5's flat area. * Install new roofing at Fire Station 7. * Install new roofing at the Salgado Center. * Replace HVAC in the computer room. * Seal windows on the Southside of City Hall. * Replace booster pumps at the City Hall. * Replace (11) doors at the Fire Department. * Install a new patio cover at the Newhope Library. * Install a new HVAC at the Main Library. * Paint doors/gutters at the Corporation Yard. * Expand the computer room at the Police Facility. * Upgrade fueling systems at various city buildings. * Monitor and manage Energy Management projects for various facilities. * Replace (6) HVACs at the South West Senior Center. * Replace (2) HVACs at Fire Station 6. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total square footage maintained	989,867	0	1,229,867	1,229,867
Number of Work Orders	12,500	0	13,500	13,500
Efficiency				
Square feet maintained per Supervisor/Technician				
City of Santa Ana	123,733	0	123,733	123,733
Industry Average	65,000	0	65,000	65,000
Square feet maintained per Custodian				
City of Santa Ana	28,103	0	28,103	28,103
Industry Average	21,000	0	21,000	21,000
Effectiveness				
% of Building Maintenance emergencies responded to in less than 2 hours	100%	0%	100%	100%
% of Work Orders (Preventive Maintenance) completed within 7 working days	100%	0%	100%	100%
% of Work Orders (Project Type) completed within 7 working days	100%	0%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 73			
Building Maintenance		Activity 105			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	537,952	599,069	726,280	807,620
6131	Salaries & Wages-Temporary	35,927	37,154	57,135	0
6141	Salaries & Wages-Overtime	14,441	7,142	8,000	8,000
6151	Retirement Plan	44,323	45,249	61,800	67,840
6161	Medicare Insurance	7,543	7,669	10,260	10,550
6171	Employees Insurance	76,237	79,404	102,050	129,330
6172	Retiree Health Insurance	3,971	6,833	7,265	11,305
6181	Compensation Insurance	51,382	52,510	94,845	93,355
	SUBTOTAL PERSONNEL	771,776	835,028	1,067,635	1,128,000
6201	Utilities	657,218	784,843	788,165	848,855
6211	Communications	14,575	15,744	15,000	15,000
6221	Training & Transportation	955	2,730	3,500	3,500
6251	Other Agency Services	14,828	19,812	15,000	15,000
6291	Other Contractual Services	660,344	337,909	462,900	692,900
	SUBTOTAL CONTRACTUAL	1,347,920	1,161,036	1,284,565	1,575,255
6391	Other Materials & Supplies	85,404	97,633	80,000	80,000
	SUBTOTAL COMMODITIES	85,404	97,633	80,000	80,000
6511	Equipment Rental, City	22,375	20,000	21,000	25,960
6521	Insurance (Risk Management)	10,505	11,135	11,805	11,805
6537	Automation Plan	18,430	18,430	18,430	18,430
6571	Building Rental	30,000	31,870	0	0
6590	Indirect Operating Expenses	52,902	69,129	117,840	82,135
6591	Depreciation Expense	75,361	75,361	0	0
	SUBTOTAL FIXED CHARGES	209,573	225,925	169,075	138,330
6621	Buildings	0	175,833	230,000	0
6621-170	Buildings	0	0	750,000	250,000
6661	Computer Software	1,777	5,381	0	0
	SUBTOTAL CAPITAL	1,777	181,214	980,000	250,000
6771	Capitalized Lease Obligation	193,085	195,910	196,100	196,110
	SUBTOTAL TRANSFERS	193,085	195,910	196,100	196,110
	TOTAL	2,609,535	2,696,746	3,777,375	3,367,695

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.08		0.08	
1180	Assistant Director of Finance & Mgmt Svs.	0.05		0.05	
0260	Building Maintenance Superintendent	0.60		0.00	
	Facility Maintenance Superintendent	0.00		0.60	
4310	Building Maintenance Supervisor	2.00		2.00	
4140	Building Maintenance Technician	7.00		7.00	
4315	Building Maintenance Aide	1.00		1.00	
7010	Accounting Assistant	1.00		1.00	
4140	Building Maintenance Technician (PT)		1.00		0.00
9041	Account Clerk I		0.00		0.00
8100	Sr. Administrative Intern		1.00		0.00
9740	Painter (PT)		1.00		0.00
	TOTAL	11.73	3.00	11.73	0.00

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		PROGRAM			
Custodial Services		73-106			
Statement of Purpose					
<p><i>To maintain safe, secure, attractive, and energy-efficient City facilities and equipment (assets) through regular preventive maintenance (PM), engineering services, energy management, and custodial services.</i></p> <p>This program is responsible for maintaining one million square feet that covers 38 city buildings including City Hall and the Police Holding & Administration Facility. Asset Management is accomplished through an extensive preventive maintenance program which increases the life cycle of the asset while reducing repair and replacement costs. The program also manages janitorial services (both in-house and contract) needed to keep city facilities at a high standard of appearance and cleanliness.</p>					
Accomplishments in FY 06-07 & FY 07-08					
<ul style="list-style-type: none"> * Continued quality custodial service at each of our recreation & senior centers. * Continued quality custodial service at each of our park restrooms. 					
Action Plan for FY 2008-09					
<ul style="list-style-type: none"> * Improve overall quality of building maintenance through improved inspection frequencies and communication to contractors. 					
PERFORMANCE MEASURES		Actual	Actual	Estimated	Objective
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level					
Custodial maint. to Santa Ana Senior Center.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Custodial maint. to Southwest Snr. Center.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Custodial maint. to Memorial Center.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Custodial maint. to Salgado Center.		7 days/wk	0 days/wk	7 days/wk	7 days/wk
Custodial maint. to Jerome.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Custodial maint. to Logan Center.		3 days/wk	0 days/wk	3 days/wk	3 days/wk
Custodial maint. to Cypress Center.		3 days/wk	0 days/wk	3 days/wk	3 days/wk
Custodial maint. to Sandpointe Center.		1 days/wk	0 days/wk	1 days/wk	1 days/wk
Custodial maint. to El Salvador Center.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Custodial maint. to Santa Anita Center.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Custodial maint. to Cabrillo Tennis Center.		3 days/wk	0 days/wk	3 days/wk	3 days/wk
Custodial maint. to Corbin Center.		5 days/wk	0 days/wk	5 days/wk	5 days/wk
Efficiency/Effectiveness					
Square feet maintained per Building Supervisor/ Technician					
City of Santa Ana		123,733	0	123,733	123,733
Industry Average		65,000	0	65,000	65,000
Square feet maintained per Custodian					
City of Santa Ana		28,103	0	28,103	28,103
Industry Average		21,000	0	21,000	21,000

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 73			
Custodial Maintenance		Activity 106			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	360,896	333,427	434,840	445,245
6131	Salaries & Wages-Temporary	107,821	99,912	108,090	82,710
6141	Salaries & Wages-Overtime	6,433	352	0	0
6151	Retirement Plan	30,806	24,567	38,950	40,500
6161	Medicare Insurance	4,165	3,231	4,660	5,085
6171	Employees Insurance	56,658	56,590	76,415	89,495
6172	Retiree Health Insurance	2,560	488	4,250	6,235
6181	Compensation Insurance	49,947	43,019	66,255	65,035
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	<u>619,286</u>	<u>561,586</u>	<u>733,460</u>	<u>734,305</u>
6201	Utilities	0	0	0	0
6221	Training & Transportation	450	225	0	0
6241	Janitorial & Housekeeping	144,020	204,652	145,000	145,000
6291	Other Contractual Services	122	2,597	0	0
	SUBTOTAL CONTRACTUAL	<u>144,592</u>	<u>207,474</u>	<u>145,000</u>	<u>145,000</u>
6391	Other Materials & Supplies	5,769	1,903	8,000	8,000
	SUBTOTAL COMMODITIES	<u>5,769</u>	<u>1,903</u>	<u>8,000</u>	<u>8,000</u>
6511	Equipment Rental, City	11,875	10,835	11,375	10,105
6521	Insurance (Risk Management)	10,505	11,135	11,805	11,805
6537	Automation Plan	14,260	14,260	0	0
6571	Building Rental	17,860	18,975	0	0
6590	Indirect Operating Expenses	41,430	48,798	79,355	53,165
	SUBTOTAL FIXED CHARGES	<u>95,930</u>	<u>104,003</u>	<u>102,535</u>	<u>75,075</u>
6641	Machinery & Equipment	0	0	0	0
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>865,577</u></u>	<u><u>874,966</u></u>	<u><u>988,995</u></u>	<u><u>962,380</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.07		0.07	
0260	Building Maintenance Superintendent	0.40		0.00	
	Facility Maintenance Superintendent	0.00		0.40	
4090	Custodian Supervisor	1.00		1.00	
4020	Custodian (Lead)	1.00		1.00	
4000	Custodian	7.00		7.00	
4005	Custodial Aide/Porter	1.00		1.00	
9170	Janitor		9.00		5.00
	TOTAL	<u>10.47</u>	<u>9.00</u>	<u>10.47</u>	<u>5.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 75			
Fleet Maintenance		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
<u>REVENUES</u>					
FUND 75 - EQUIPMENT MAINTENANCE					
5515	Equipment Rental Charges	7,721,681	8,388,975	8,955,949	9,425,755
5551	Charges to Department	1,213,236	1,504,421	0	0
5621	Expense Reimbursement	24,936	48,923	47,700	55,000
5798	Sales Tax Recoveries	91,688	114,202	116,000	116,000
5812	Earnings on Investments	5,755	13	2,000	0
5990	Capital Contributions (F86 & 102)	97,593	46,491	0	0
	TOTAL FUND 75 REVENUES	<u>9,154,889</u>	<u>10,103,025</u>	<u>9,121,649</u>	<u>9,596,755</u>
<u>EXPENDITURES</u>					
75-111	Fleet Maintenance	8,804,097	8,357,089	6,412,855	6,655,345
75-112	Stores & Property Control	450,934	2,188,846	514,290	532,810
	TOTAL EXPENDITURES	<u>9,255,031</u>	<u>10,545,935</u>	<u>6,927,145</u>	<u>7,188,155</u>
	 Interfund Transfer to Fund 76	 1,860,405	 2,115,580	 2,265,500	 3,263,000
<p><i>Note:</i> Fleet Services performs equipment maintenance and repair for all City agencies. A rental rate is charged for mobile mechanical and automotive equipment assigned to the various agencies. The agency pays rent for the use of the equipment, preventive maintenance, repair, and the cost of replacing the item when it becomes obsolete or can no longer be repaired economically. Rent charges are the main source of revenue for fleet operations. Rental rates are reviewed quarterly and aligned to actual costs.</p>					

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 75			
Fleet Maintenance		Activity 110			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6800-76	Transfer to Fund 76	1,860,405	2,115,580	2,265,500	3,263,000
	SUBTOTAL TRANSFERS	<u>1,860,405</u>	<u>2,115,580</u>	<u>2,265,500</u>	<u>3,263,000</u>
	TOTAL	<u>1,860,405</u>	<u>2,115,580</u>	<u>2,265,500</u>	<u>3,263,000</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES
Fleet Maintenance

PROGRAM
75-111

Statement of Purpose

To provide safe, attractive, and efficient vehicles to City departments through procurement assistance, preventive maintenance, and repair.

This program is responsible for the efficient maintenance, repair, and replacement of all City vehicles, motorcycles, scooters, fire apparatus, construction and park maintenance equipment. This is done through rigid preventive maintenance programs, timely replacement schedules, and the purchase of good quality equipment.

Accomplishments in FY 2007-08

- * Completed State mandated smog inspections.
- * Completed State mandated aerial inspections.
- * Completed State mandated diesel smoke inspections.
- * Completed installation of computers to shop floor.
- * Completed RFP for CNG expansion
- * Established agreement with Orange County for equipment installation.
- * Continued to provide quality service to all departments.

Action Plan for FY 2008-09

- * Bring new Fleet Management System online.
- * Complete State mandated smog inspections.
- * Complete State mandated aerial inspections.
- * Complete State mandated diesel smoke inspections.
- * Complete expansion of CNG fueling station.
- * Continue to insource services to the U.S. Postal Service Department and Orange County Health Dept..
- * Continue to provide quality service to all departments.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of vehicles maintained (rolling stock)	785	790	800	815
# of miscellaneous equipment maintained	25	31	40	40
TOTAL	810	821	840	855
Efficiency				
# of items maintained per mechanic/technician:				
Vehicles	43.6	43.9	44.4	45.3
Miscellaneous equipment	1.4	1.7	2.2	2.2
TOTAL	45.0	45.6	46.6	47.5
<i>Note: Small engine repairs are contracted locally.</i>				
Effectiveness				
Average # of units "out-of-service" per day	42	40	35	38
% of total fleet units "out-of-service" per day	5.2%	4.9%	4.2%	4.4%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	75
Fleet Maintenance					Activity	111
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,664,144	1,948,396	2,039,050	2,173,770	
6131	Salaries & Wages-Temporary	50,479	55,483	57,210	63,150	
6141	Salaries & Wages-Overtime	9,527	11,907	10,000	10,000	
6151	Retirement Plan	136,239	148,834	169,635	184,965	
6161	Medicare Insurance	9,396	10,618	11,205	12,250	
6171	Employees Insurance	234,805	248,257	290,575	319,515	
6172	Retiree Health Insurance	11,954	14,556	20,390	30,435	
6181	Compensation Insurance	203,693	223,607	256,135	275,775	
6191	Other Personnel Services	0	778	0	0	
	SUBTOTAL PERSONNEL	<u>2,320,236</u>	<u>2,662,436</u>	<u>2,854,200</u>	<u>3,069,860</u>	
6211	Communications	23,755	23,357	24,630	24,630	
6221	Training & Transportation	6,654	9,395	6,765	6,765	
6251	Other Agency Services	3,719	629	4,765	4,765	
6281	M&R Machinery & Equipment	456,722	593,461	460,000	460,000	
6291	Other Contractual Services	56,058	53,606	70,000	70,000	
	SUBTOTAL CONTRACTUAL	<u>546,907</u>	<u>680,447</u>	<u>566,160</u>	<u>566,160</u>	
6332	Mechanic Tool Allocation	14,371	6,340	0	0	
6381	M&S Equipment	1,111	344	0	0	
6382	Gas & Diesel	1,318,030	1,309,857	1,320,000	1,412,400	
6391	Operating Materials & Supplies	729,372	986,909	784,030	784,030	
	SUBTOTAL COMMODITIES	<u>2,062,884</u>	<u>2,303,450</u>	<u>2,104,030</u>	<u>2,196,430</u>	
6511	Equipment Rental, City	56,260	55,470	58,245	60,315	
6521	Insurance (Risk Management)	34,715	36,800	39,010	39,010	
6537	Automation Plan	80,565	80,565	30,565	30,565	
6572	City Yard Rent	343,955	357,715	372,025	391,740	
6590	Indirect Operating Expenses	156,746	222,568	313,620	226,265	
6591	Depreciation	1,789,324	1,931,733	0	0	
	SUBTOTAL FIXED CHARGES	<u>2,461,564</u>	<u>2,684,850</u>	<u>813,465</u>	<u>747,895</u>	
6641	Machinery & Equipment	2,661	0	75,000	75,000	
6661	Computer Software	89	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>2,750</u>	<u>0</u>	<u>75,000</u>	<u>75,000</u>	
6799	Loss or Gain on Fixed Assets	1,409,755	25,906	0	0	
	TOTAL	<u><u>8,804,097</u></u>	<u><u>8,357,089</u></u>	<u><u>6,412,855</u></u>	<u><u>6,655,345</u></u>	
	Cost of Goods Sold					

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director of Finance & Mgmt Svc.	0.43		0.43	
4780	Corporate Yard /Fleet Services Mgr.	1.00		1.00	
4770	Fleet Supervisor	4.00		4.00	
4500	Fleet Equipment Technician III	4.00		4.00	
4730	Fleet Equipment Technician II	9.00		14.00	
4720	Fleet Equipment Technician I	5.00		0.00	
5300	Assistant Fleet Equipment Technician	1.00		1.00	
5000	Fleet Parts Specialist	2.00		2.00	
7010	Accounting Assistant	1.00		1.00	
9140	Equipment Service Attendant (PT)		3.00		3.00
	TOTAL	<u>27.43</u>	<u>3.00</u>	<u>27.43</u>	<u>3.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES			PROGRAM	
Stores & Property Control			75-112	
Statement of Purpose				
<p><i>To order receive, store, issue, and dispose of material and property for all City departments.</i></p> <p>This program is responsible for maintaining a warehouse inventory by ordering, receiving, issuing, and delivering material and supplies for all departments. Requirements are determined in advance with department heads. Inventories are then established or revised to meet current demands. This program also maintains capital property records and disposes of surplus materials, unclaimed property, and hazardous wastes.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Performed full count physical inventory in Stores and Fleet parts. * Continued to store and monitor emergency supplies for the City's EOC. * Completed a comprehensive Yard Maintenance program to comply with new mandates. * Monitor and control pool vehicles. * Conducted a full Capital Asset inventory. * Completed forklift training of Stores and Fleet employees as part of our safety program. * Coordinate Ride-Share program for City Yard. 				
Action Plan for FY 08-09				
<ul style="list-style-type: none"> * Continue training of Central Store's staff on hazardous material handling. * Completion of capital asset inventory update for the entire City. * Continue to coordinate disposal of surplus property. * Continue to provide safe car pool vehicles. * Continue to update City's recycling program. * Coordinate Ride-Share program for City Yard. * Continue to store and monitor emergency supplies for the City's EOC. * Continue to provide forklift training. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of items issued	75,000	75,000	76,000	76,000
# of product-line items issued	45,000	49,000	50,000	50,000
# of product-line items received	45,000	47,000	48,000	48,000
# of property transfers	700	900	1,000	1,000
# of surplus items disposed	1,500	1,500	1,500	1,500
Efficiency				
Per full-time equivalent Stock Clerk:				
Average # of items issued	75,000	76,000	76,000	76,000
Average # of items received	45,000	47,000	50,000	50,000
Effectiveness				
% of requests processed within 24 hours	97%	97%	99%	99%
% of items disposed on schedule	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 75			
Stores & Property Control		Activity 112			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	160,305	169,702	181,715	196,855
6131	Salaries & Wages-Temporary	32,785	33,841	35,850	35,940
6141	Salaries & Wages-Overtime	1,815	1,751	2,000	2,000
6151	Retirement Plan	12,686	13,664	16,270	17,885
6161	Medicare Insurance	2,731	2,874	3,155	3,375
6171	Employees Insurance	25,746	27,829	32,105	32,630
6172	Retiree Health Insurance	1,124	1,551	1,815	2,755
6181	Compensation Insurance	2,547	2,711	2,370	2,530
	SUBTOTAL PERSONNEL	<u>239,739</u>	<u>253,922</u>	<u>275,280</u>	<u>293,970</u>
6211	Communications	127	150	500	500
6221	Training & Transportation	451	166	1,000	1,000
6241	Janitorial & Housekeeping	0	0	0	0
6251	Other Agency Services	0	0	0	0
6281	M&R Machinery & Equipment	0	0	0	0
6291	Other Contractual Services	3,486	310	3,500	3,500
	SUBTOTAL CONTRACTUAL	<u>4,064</u>	<u>626</u>	<u>5,000</u>	<u>5,000</u>
6381	Operating Materials & Supplies Equipment	0	182	0	0
6391	Operating Materials & Supplies	2,776	4,222	6,000	6,000
	SUBTOTAL COMMODITIES	<u>2,776</u>	<u>4,404</u>	<u>6,000</u>	<u>6,000</u>
6511	Equipment Rental, City	11,760	14,100	14,805	13,975
6521	Insurance (Risk Management)	2,280	2,415	2,560	2,560
6537	Information Systems Strategic Plan	7,950	7,950	0	0
6572	Corporate Yard Rental	165,375	171,990	178,870	188,350
6590	Indirect Operating Expenses	16,989	23,386	31,775	22,955
	SUBTOTAL FIXED CHARGES	<u>204,354</u>	<u>219,841</u>	<u>228,010</u>	<u>227,840</u>
6798	Cost of Goods Sold	0	1,710,053	0	0
	TOTAL	<u><u>450,934</u></u>	<u><u>2,188,846</u></u>	<u><u>514,290</u></u>	<u><u>532,810</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1190	Executive Director, Finance & Management	0.03		0.03	
1320	Storekeeper	1.00		1.00	
7250	Property Control Specialist	1.00		1.00	
1310	Stock Clerk	1.00		1.00	
9470	Stores Aide (PT)		3.00		3.00
	TOTAL	<u>3.03</u>	<u>3.00</u>	<u>3.03</u>	<u>3.00</u>

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Equipment Replacement	76-145			
Statement of Purpose	<p><i>To insure the lowest possible equipment ownership cost and provide the highest possible productivity by replacing existing equipment before its condition begins to generate excessive repair cost and downtime.</i></p> <p>This program is responsible for determining justification for replacement, projecting future cost, developing suitable specifications, receiving new equipment, getting new equipment ready for service, and surplus old equipment.</p>			
Accomplishments in FY 2007-08	<ul style="list-style-type: none"> * Replaced seventy-seven non-cost effective pieces of equipment. * Replaced one fire Ladder Truck. * Added seven additional hybrids to fleet. 			
Action Plan for FY 2008-09	<ul style="list-style-type: none"> * Continue to work closely with all departments to insure timely replacement of worn equipment. * Continue to identify and surplus worn-out non-cost effective equipment. * Replace eighty-five non-cost effective pieces of equipment. * Continue to explore opportunities to purchase hybrid vehicles. 			
PERFORMANCE MEASURES	Actual FY 06-07	Actual FY 07-08	Estimated FY 07-08	Objective FY 08-09
Service Level # of worn-out/obsolete equipment replaced with new/efficient models	66	77	85	85
Efficiency % of units scheduled for replacement actually replaced	91%	91%	100%	100%
Effectiveness Average age of fleet in years	9.5	10	11	12

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	76
Equipment Replacement					Activity	145
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
	<u>REVENUES</u>					
5010-1111	Other Revenue-Bank Recon	0	0	0	0	
5621	Expense Reimbursement	122,420	0	0	0	
5715	Sale of Equipment	0	0	0	0	
5799	Miscellaneous Recoveries	41,382	277	0	0	
5812	Earnings on Investments	108,497	169,832	150,000	131,115	
	TOTAL REVENUES	<u>272,300</u>	<u>170,109</u>	<u>150,000</u>	<u>131,115</u>	
5990	Interfund Transfer from Fund 75	1,860,405	1,132,750	2,265,500	3,263,000	
	<u>EXPENDITURES</u>					
6537	Information Services Strategic Plan	37,115	37,115	37,115	37,115	
	SUBTOTAL FIXED CHARGES	<u>37,115</u>	<u>37,115</u>	<u>37,115</u>	<u>37,115</u>	
6641	Machinery & Equipment	46,332	63,861	0	0	
6641-2008	Machinery & Equipment	0	18,518	243,000	94,000	
	SUBTOTAL CAPITAL	46,332	82,379	243,000	94,000	
6800	Transfer to Fund 11	0	0	0	0	
6800	Transfer to Fund 85 City Yard	285,000	0	0	0	
	SUBTOTAL TRANSFERS	<u>285,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>368,447</u>	<u>119,494</u>	<u>280,115</u>	<u>131,115</u>	
	CAPITAL OUTLAY	0	1,904,687	2,265,500	3,263,000	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES Corporate Yard Operations	PROGRAM 85-107			
Statement of Purpose				
<p><i>To maintain a safe, secure, and highly efficient City Yard that provides quality services to tenants and users.</i></p> <p>This program accounts for all revenues and expenditures associated with ongoing maintenance and operations of the corporate yard at Daisy/Center Street. The facility consists of 11.5 acres with about 140,000 square feet of structures.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Completed Orange County Hazardous Waste inspection report Phase II. * Construction started for required NPDES Facility Pollution Prevention mandates. * Construction started for Phase III CNG Fast Fill dispenser. * Completed AQMD mandated monthly UTS inspection reports. * Completed annual AQMD mandated fuel vapor monitoring testing. * Completed installing additional slow CNG fill stations. * Complete AQMD required modifications to waste oil storage tanks. * Continued to provide a safe, clean working environment for all tenants. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete NPDES required up-grades and modifications to storm drain systems. * Complete needed security modifications to Yard and EOC. * Complete installation of new fuel monitoring system at Police Department and City Yard. * Perform quarterly NPDES inspections and correct issues found. * Complete annual AQMD mandated fuel vapor monitoring testing. * Complete AQMD mandated monthly UTS inspection reports. * Complete installation of new CNG fast fill capabilities. * Complete upgrade to car wash system. * Continue to provide a safe, clean working environment for all tenants. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Total acreage maintained	12		12	12
Total square footage of structures	140,000		140,000	140,000
Efficiency				
Annual maintenance and operating cost of structures and surfaces per square foot	\$1.60		\$1.95	\$2.10

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	85
Corporate Yard Operations					Activity	107
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>REVENUES</u>						
5511	Fleet Maintenance	343,955	357,715	372,025	391,740	
5521	Traffic Signal Maintenance	5,475	5,695	5,925	6,240	
5531	Street Maintenance	63,105	65,630	68,255	71,875	
5533	Roadway Cleaning	65,200	67,810	70,520	74,260	
5537	Street Trees	18,040	18,760	19,510	20,545	
5550	Park Maintenance	81,040	84,280	87,650	92,295	
5574	Stores & Property Control	165,375	171,990	178,870	188,350	
5575	Water Maintenance	97,990	101,910	105,985	111,600	
5621	Expense Reimbursement	0	150	0	0	
5812	Earnings on Investments	5,998	17,427	15,700	15,700	
5990	Transfer from Fleet Fund 76	285,000	0	0	0	
	TOTAL REVENUES	<u>1,131,178</u>	<u>891,367</u>	<u>924,440</u>	<u>972,605</u>	
<u>EXPENDITURES</u>						
6131	Salaries & Wages-Temporary	27,491	34,763	39,760	43,160	
6151	Retirement Plan	0	0	1,490	1,620	
6161	Medicare Insurance	384	486	575	625	
6181	Compensation Insurance	3,392	4,356	5,450	5,915	
	SUBTOTAL PERSONNEL	<u>31,267</u>	<u>39,604</u>	<u>47,275</u>	<u>51,320</u>	
6211	Communications	17,352	14,451	16,825	16,825	
6251	Other Agency Services	16,217	17,927	10,000	17,000	
6261	M&R Buildings & Grounds	66,000	43,760	49,000	49,000	
6271	M&R Improvements	0	0	1,320	1,320	
6281	M&R Machinery & Equipment	3,968	12,282	11,000	11,000	
6291	Other Contractual Services	105,435	115,814	234,830	305,470	
	SUBTOTAL CONTRACTUAL	<u>208,972</u>	<u>204,234</u>	<u>322,975</u>	<u>400,615</u>	
6391	Operating Materials & Supplies	11,798	12,611	16,900	16,900	
	SUBTOTAL COMMODITIES	<u>11,798</u>	<u>12,611</u>	<u>16,900</u>	<u>16,900</u>	
6511	Equipment Rental, City	12,300	8,470	8,893	8,585	
6537	Information Services Strategic Plan	10,130	10,130	10,130	10,130	
6571	Building Rental	515,890	548,030	575,432	615,710	
6590	Indirect Operating Expenses	2,324	3,840	5,920	4,345	
6591	Depreciation Expense	8,189	8,189	0	0	
	SUBTOTAL FIXED CHARGES	<u>548,833</u>	<u>578,659</u>	<u>600,375</u>	<u>638,770</u>	
6631	Imp. Other Than Building	0	1,252	95,000	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>1,252</u>	<u>95,000</u>	<u>0</u>	
	TOTAL EXPENDITURES	<u>800,870</u>	<u>836,361</u>	<u>1,082,525</u>	<u>1,107,605</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
9520	Senior Maintenance Aide II (PT)		3.00		3.00	
	TOTAL		<u>3.00</u>		<u>3.00</u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES	PROGRAM			
Communication Services	102-171			
Statement of Purpose				
<p><i>To provide timely and reliable communications services (voice & data) to improve operational efficiency and effectiveness of all City agencies and departments</i></p> <p>Primary responsibilities of this unit are the design, installation, maintenance, and user support of all voice services (phone and voice mail), data connectivity services, and land circuits supporting radio operations. These services are provided to all of the City's operating locations. Additional responsibilities include the effective management and efficient generation and distribution of monthly equipment and usage reports for each City department. These reports support City efforts to manage costs and maximize benefits from the City's private telephone system.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Provided telecommunications services to 32 City Operating locations with over 2,000 phones and 2,376 extensions. * Completed 260 requests for "moves, add and changes" and 101 requests for repairs. * Provided priority cabling installation for voice/data services in the new ERP Project Room and Purchasing Department. * Provided cable infrastructure design and engineering for the planned Jerome Center Renovation Project. * Designed and installed voice and data cable/service at the new Santiago Park Wildlife Interpretive Center. * Provided and installed cabling in support of new wireless data service at the Police Department Parking facility. * Engineered and installed cabling for additional voice and data services at Police and Fire Headquarters. * Provided cabling for the new public information screens located at SW Senior Center, City Hall and Train Station. * Installed data cabling at the City Yard and Police Department for the new Fuel Management System. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to pursue the various options for replacing/upgrading the City's aging voicemail system. * Look into upgrading the telephone systems at Fire Stations 1 and 9 to allow for additional telephone service. * Provide and install cable infrastructure in support of voice and data services for the Jerome Center Renovation. * Pursue the feasibility of establishing the McFadden Police facility as a test site for Voice over Internet Protocol. * Update and expand the cabling infrastructure throughout City-owned facilities. * Expand and improve the wireless data applications used by the Planning and Building Agency, Police Department, PRCSA, Information Services Division and Fire Department. * Continue to increase and enhance telecommunications services to all City operation units so as to enable them to provide quality customer service to the public and business community in the City. * Proactively manage the City's phone and telecommunications networks to maximize performance and minimize costs. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of telephone systems operated and maintained	31	32	32	31
# of lines for telephones, faxes, and modems supported (combined # of extensions from all telephone systems in City)	3,910	3,900	3,910	3,918
# of voice, data and radio circuits supported (T-1's, 1MB's, ISDN, Trunks, DID Stations, 56K, and DSL leased circuits)	2,375	2,365	2,370	2,375
# of requests for repair	107	92	101	100
Effectiveness				
% of repairs completed within 24 hours	94%	96%	97%	98%

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	102
Communication Services					Activity	171
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>REVENUES</u>						
5550	Telephone System Svcs Charges	1,710,451	2,066,638	1,971,750	2,015,400	
5550-1	Telephone System Svcs Charges Library	146,560	0	0	0	
5812	Earning on Investment	90,310	147,418	132,365	145,000	
	TOTAL REVENUES	<u>1,947,321</u>	<u>2,214,056</u>	<u>2,104,115</u>	<u>2,160,400</u>	
<u>EXPENDITURES</u>						
6111	Salaries & Wages-Regular	212,703	236,838	304,870	349,605	
6141	Salaries & Wages-Overtime	219	319	500	500	
6151	Retirement Plan	16,554	18,018	25,040	29,365	
6161	Medicare Insurance	2,876	3,005	4,420	5,070	
6171	Employees Insurance	20,598	23,538	33,145	44,005	
6172	Retiree Health Insurance	1,625	1,843	3,050	4,895	
6181	Compensation Insurance	3,433	3,719	4,910	5,415	
	SUBTOTAL PERSONNEL	<u>258,007</u>	<u>287,280</u>	<u>375,935</u>	<u>438,855</u>	
6211	Communications	650,920	880,738	1,010,920	977,120	
6221	Training & Transportation	765	556	11,200	11,200	
6251	Other Agency Services	425	425	810	810	
6291	Other Contractual Services	532,358	291,767	530,250	439,475	
	SUBTOTAL CONTRACTUAL	<u>1,184,468</u>	<u>1,173,486</u>	<u>1,553,180</u>	<u>1,428,605</u>	
6391	Operating Materials & Supplies	1,315	3,897	3,040	3,040	
	SUBTOTAL COMMODITIES	<u>1,315</u>	<u>3,897</u>	<u>3,040</u>	<u>3,040</u>	
6511	Rental of City Equipment	0	0	24,000	25,680	
6521	Insurance (Risk Management)	8,220	8,715	9,240	9,240	
6537	Information Systems Strategic Plan	16,695	16,695	16,695	16,695	
6571	Building Rental	4,385	4,660	4,895	5,240	
6590	Indirect Operating Expenses	18,577	25,621	45,470	35,255	
6591	Depreciation	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>47,877</u>	<u>55,691</u>	<u>100,300</u>	<u>92,110</u>	
6641	Machinery & Equipment	0	18,296	200,000	229,000	
6661	Computer Software	5,603	0	20,000	20,000	
	SUBTOTAL CAPITAL	<u>5,603</u>	<u>18,296</u>	<u>220,000</u>	<u>249,000</u>	
6771	Debt Service	0	0	0	0	
	SUBTOTAL DEBT SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6800	Transfer to Fund 75	0	18,296	0	0	
	SUBTOTAL TRANSFERS	<u>0</u>	<u>18,296</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u>1,497,271</u>	<u>1,556,946</u>	<u>2,252,455</u>	<u>2,211,610</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
1190	Executive Director, Finance & Management	0.07		0.07		
0960	Information Services Manager	0.50		0.50		
0710	Telecommunications Coordinator	1.00		1.00		
0120	Systems Administrator	1.00		1.00		
7140	Telecom Customer Services Representative	1.00		1.00		
2670	Information Services Representative	0.10		0.60		
	TOTAL	<u>3.67</u>		<u>4.17</u>		

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES Technology Plan	PROGRAM 109			
Statement of Purpose				
<p><i>To implement the recommendations of the City Information Systems Strategic Plan. The Plan is intended to help the City achieve its objectives by implementing modern information systems throughout the City at the least cost to the community.</i></p> <p>This program provides a road map for information technology consisting of projects on computing and connectivity infrastructure, citywide support systems, applications, data management, and data sharing. The benefits from this investment will include improved information access to support operations and make service delivery more cost-effective.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Completed major upgrade to the Payroll application & Database. This includes migrating 350 customized reports to the new database. * Completed Laserfiche application for the Public Works Agency-provides for instant access to PWA drawings. * Integrated a search engine into the City's website. * Developed statistics for Agencies to track customer usage of the City's website. * Outsourced the Utility Billing printing and viewing. * Selection of new integrated Financial system including payroll, utility builling, human resouces & cashiering. * Upgraded the SAPIN system from Visual Basic to Dot Net technology. * Developed inhouse oversite of SQL Server production databases. Results in proactive maintenance/monitoring of Citywide databases, including many Police Department systems. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete integrated Financial System - Finance & Human Resources * SAPIN property information displayed to external customers via web applications * Complete replacement for Utility Billing System (Enquesta software from Systems & Software) * New Laserfiche application for Parks & Recreation Agency. * Conduct a pilot test of server virtualization with goal to improve reliability while controlling costs. * Upgrade the backup & recovery capabilities for the City and Police Data Centers. * Remodel the City Data Center with replacement air conditioning, upgraded electrical, and selective seismic isolation. * Follow-on with 5 year replacement cycle for servers and network gear. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
Number of City email users supported	2,068	2,100	2,100	2,100
Number of PCs (desktops and laptops) upgraded/maintained at standard level	2,045	2,050	2,100	2,100
Number of City staff with Internet connections	855	1050	1,100	1,100

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 109			
Citywide Information Services Strategic Plan		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
<u>REVENUES</u>					
5551	Strategic Plan Charges	6,638,935	6,638,935	6,560,220	6,560,220
5799	Miscellaneous Recoveries	95,400	193,235	190,000	0
5812	Earning on Investment	310,844	487,573	440,000	440,000
	TOTAL REVENUES	7,045,179	7,319,743	7,190,220	7,000,220
<u>EXPENDITURES</u>					
109-171	ERP System	0	0	0	9,042,825
109-200	Payroll Systems	626,822	773,708	1,097,125	956,970
109-300	SAPIN/MUS	526,251	665,958	626,910	625,000
109-400	Customer Service Systems	607,850	520,220	672,105	672,105
109-500	Miscellaneous Strategic Plan	493,100	600,538	957,200	1,005,810
109-600	Miscellaneous Citywide Projects	945,025	343,728	1,807,500	1,807,500
109-700	Maintenance & Support	1,143,566	1,648,125	2,971,434	1,944,300
	Depreciation				
	TOTAL EXPENDITURES	4,342,615	4,552,276	8,132,274	16,054,510
109-100	Transfer to Fund 110	1,741,820	1,520,910	750,000	1,000,000
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	804,809	928,458	1,369,950	2,916,690
6200	Contractual	3,093,884	3,153,834	5,265,775	6,463,923
6300	Commodities	19,624	378	5,000	105,000
6500	Fixed Charges	136,168	222,880	232,595	190,355
6600	Capital	288,129	246,726	1,258,954	5,280,397
6700	Debt Service	0	0	0	1,098,145
	TOTAL	4,342,615	4,552,276	8,132,274	16,054,510
6800	Transfer to Fund 110	1,741,820	1,520,910	750,000	1,000,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6450	Network Engineer	1.00		1.00	
6460	Network Specialist/WAN Systems Admin.	1.00		1.00	
6470	Systems Support Analyst	1.00		1.00	
2660	Applications Systems Manager	0.05		0.00	
	Applications/Tech Support Manager	0.00		0.05	
0970	Micro Systems Programmer	1.00		1.00	
1006	Web Systems Technician	0.75		0.75	
1060	Systems Technician	1.00		1.00	
0151	Principal Management Analyst	0.85		0.85	
7500	Supervising Accountant	1.00		1.00	
7490	Senior Accountant	1.00		1.00	
1140	Accountant I	1.00		1.00	
7280	Senior Accounting Assitant	1.00		1.00	
1340	Purchasing Supervisor	0.50		0.50	
7400	Payroll Systems Analyst	1.00		1.00	
1190	Executive Director, Finance & Management	0.10		0.10	
1180	Assistant Director of Finance & Mgmt Svcs.	0.20		0.20	
0960	Information Services Manager	0.25		0.25	
0190	Administrative Services Manager	0.10		0.10	
6400	Budget & Research Manager	0.00		0.00	
0496	Budget Analyst	1.00		1.00	
2670	Information Services Representative	0.40		0.40	
1005	Web Entry Specialist	1.00		1.00	
	TOTAL	15.20		15.20	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	109
Technology Plan					Activity	100
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6800	Transfer to Fund 73	0	0	0	0	
6800	Transfer to Fund 110	<u>1,741,820</u>	<u>1,520,910</u>	<u>750,000</u>	<u>1,000,000</u>	
	SUBTOTAL TRANSFERS	<u>1,741,820</u>	<u>1,520,910</u>	<u>750,000</u>	<u>1,000,000</u>	
	TOTAL	<u><u>1,741,820</u></u>	<u><u>1,520,910</u></u>	<u><u>750,000</u></u>	<u><u>1,000,000</u></u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	109
ERP System					Activity	171
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6131	Salaries & Wages-Temporary	0	0	0	200,000	
6141	Salaries & Wages-Overtime	0	0	0	200,000	
6191	Other Personnel Services	0	0	0	1,000,000	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,400,000</u>	
6291	Other Contractual Services	0	0	0	1,411,405	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,411,405</u>	
6391	Operating Materials & Supplies	0	0	0	100,000	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>100,000</u>	
6591	Depreciation	0	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6641	Machinery & Equipment	0	0	0	250,000	
6661	Computer Software	0	0	0	4,783,275	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,033,275</u>	
6782	Principal Payments	0	0	0	955,115	
6792	Interest Payments	0	0	0	143,030	
	SUBTOTAL DEBT SERVICE	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,098,145</u>	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>9,042,825</u></u>	

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES					FUND	109
Payroll Systems					Activity	200
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	233,180	253,014	350,970	393,620	
6131	Salaries & Wages-Temporary	949	1,477	0	0	
6141	Salaries & Wages-Overtime	63,591	59,333	90,800	90,800	
6151	Retirement Plan	15,757	20,365	28,830	31,745	
6161	Medicare Insurance	706	344	3,630	3,925	
6171	Employees Insurance	27,276	33,878	34,510	55,025	
6172	Retiree Health Insurance	1,889	2,072	3,510	5,290	
6181	Compensation Insurance	2,318	2,852	3,650	3,930	
6191	Other Personnel Services	0	0	0	0	
	SUBTOTAL PERSONNEL	<u>345,666</u>	<u>373,335</u>	<u>515,900</u>	<u>584,335</u>	
6291	Other Contractual Services	225,508	290,166	444,780	248,735	
	SUBTOTAL CONTRACTUAL	<u>225,508</u>	<u>290,166</u>	<u>444,780</u>	<u>248,735</u>	
6571	Building & Site Rental	14,720	60,635	63,665	68,120	
6590	Indirect Operating Expenses	23,359	35,925	65,780	48,780	
6591	Depreciation	17,570	13,647	0	0	
	SUBTOTAL FIXED CHARGES	<u>55,648</u>	<u>110,207</u>	<u>129,445</u>	<u>116,900</u>	
6641	Machinery & Equipment	0	0	7,000	7,000	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>7,000</u>	
	TOTAL	<u><u>626,822</u></u>	<u><u>773,708</u></u>	<u><u>1,097,125</u></u>	<u><u>956,970</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
0151	Principal Management Analyst	0.85		0.85		
7500	Supervising Accountant	1.00		1.00		
7490	Senior Accountant	1.00		1.00		
7400	Payroll Systems Analyst	1.00		1.00		
	TOTAL	<u>3.85</u>		<u>3.85</u>		
<p><i>In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Funds 109 and 110.</i></p>						

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES				FUND 109	
SAPIN/MUS				Activity 300	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	517,556	665,958	625,000	625,000
	SUBTOTAL CONTRACTUAL	<u>517,556</u>	<u>665,958</u>	<u>625,000</u>	<u>625,000</u>
6391	Operating Materials & Supplies	0	0	0	0
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
6641	Machinery & Equipment	8,695	0	1,910	0
	SUBTOTAL CAPITAL	<u>8,695</u>	<u>0</u>	<u>1,910</u>	<u>0</u>
	TOTAL	<u><u>526,251</u></u>	<u><u>665,958</u></u>	<u><u>626,910</u></u>	<u><u>625,000</u></u>
FINANCE & MANAGEMENT SERVICES				FUND 109	
Customer Service Systems				Activity 400	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	590,614	513,996	672,105	672,105
	SUBTOTAL CONTRACTUAL	<u>590,614</u>	<u>513,996</u>	<u>672,105</u>	<u>672,105</u>
6391	Operating Materials & Supplies	17,133	0	0	0
	SUBTOTAL COMMODITIES	<u>17,133</u>	<u>0</u>	<u>0</u>	<u>0</u>
6661	Computer Software	103	6,224	0	0
	SUBTOTAL CAPITAL	<u>103</u>	<u>6,224</u>	<u>0</u>	<u>0</u>
	TOTAL	<u><u>607,850</u></u>	<u><u>520,220</u></u>	<u><u>672,105</u></u>	<u><u>672,105</u></u>
	<p><i>In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Funds 109 and 110.</i></p>				

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 109			
Miscellaneous Strategic Plan		Activity 500			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	366,243	459,291	679,430	728,635
6141	Salaries & Wages-Overtime	0	0	0	0
6151	Retirement Plan	1,491	1,498	0	61,205
6161	Medicare Insurance	29,502	31,889	56,900	10,565
6171	Employees Insurance	5,245	5,490	10,045	112,070
6172	Retiree Health Insurance	46,954	46,254	91,530	10,200
6181	Compensation Insurance	2,696	3,165	6,925	9,680
6191	Other Personnel Services	7,012	7,536	9,220	0
	SUBTOTAL PERSONNEL	<u>459,143</u>	<u>555,123</u>	<u>854,050</u>	<u>932,355</u>
6221	Training & Transportation	600	300	0	0
	SUBTOTAL CONTRACTUAL	<u>600</u>	<u>300</u>	<u>0</u>	<u>0</u>
6391	Operating Materials & Supplies	35	0	0	0
	SUBTOTAL COMMODITIES	<u>35</u>	<u>0</u>	<u>0</u>	<u>0</u>
6571	Building & Site Rental	0	0	0	0
6590	Indirect Operating Expenses	33,322	45,114	103,150	73,455
	SUBTOTAL FIXED CHARGES	<u>33,322</u>	<u>45,114</u>	<u>103,150</u>	<u>73,455</u>
	TOTAL	<u><u>493,100</u></u>	<u><u>600,538</u></u>	<u><u>957,200</u></u>	<u><u>1,005,810</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6450	Network Engineer	1.00		1.00	
6460	Network Specialist/WAN Systems Admin.	1.00		1.00	
6470	Systems Support Analyst	1.00		1.00	
2660	Applications Systems Manager	0.05		0.00	
	Applications/Tech Support Manager	0.00		0.05	
0970	Micro Systems Programmer	1.00		1.00	
1006	Web Systems Technician	0.75		0.75	
1060	Systems Technician	1.00		1.00	
1190	Executive Director, Finance & Management	0.10		0.10	
1180	Assistant Director of Finance & Mgmt. Svcs.	0.20		0.20	
0960	Information Services Manager	0.25		0.25	
0190	Administrative Services Manager	0.10		0.10	
1140	Accountant I	1.00		1.00	
7280	Senior Accounting Assitant	1.00		1.00	
0496	Budget Analyst	1.00		1.00	
1350	Buyer	0.50		0.50	
2670	Information Services Representative	0.40		0.40	
1005	Web Entry Specialist	1.00		1.00	
	TOTAL	<u><u>11.35</u></u>		<u><u>11.35</u></u>	

In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Funds 109 and 110.

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES				FUND 109	
Miscellaneous Citywide Projects				Activity 600	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	ADOPTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	792,888	167,128	1,800,000	1,807,500
	SUBTOTAL CONTRACTUAL	<u>792,888</u>	<u>167,128</u>	<u>1,800,000</u>	<u>1,807,500</u>
6391	Operating Materials & Supplies	72	289	0	0
	SUBTOTAL COMMODITIES	<u>72</u>	<u>289</u>	<u>0</u>	<u>0</u>
6591	Depreciation	32,087	42,174	0	0
	SUBTOTAL FIXED CHARGES	<u>32,087</u>	<u>42,174</u>	<u>0</u>	<u>0</u>
6641	Machinery & Equipment	48,522	114,536	7,500	0
6661	Computer Software	71,457	19,601	0	0
	SUBTOTAL CAPITAL	<u>119,979</u>	<u>134,137</u>	<u>7,500</u>	<u>0</u>
	TOTAL	<u><u>945,025</u></u>	<u><u>343,728</u></u>	<u><u>1,807,500</u></u>	<u><u>1,807,500</u></u>

FINANCE & MANAGEMENT SERVICES				FUND 109	
Maintenance & Support				Activity 700	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6251	Other Agency Services	0	0	2,800	2,800
6291	Other Contractual Services	966,718	1,516,287	1,721,090	1,696,378
	SUBTOTAL CONTRACTUAL	<u>966,718</u>	<u>1,516,287</u>	<u>1,723,890</u>	<u>1,699,178</u>
6391	Operating Materials & Supplies	2,420	87	5,000	5,000
	SUBTOTAL COMMODITIES	<u>2,420</u>	<u>87</u>	<u>5,000</u>	<u>5,000</u>
6591	Depreciation	15,077	25,385	0	0
	SUBTOTAL FIXED CHARGES	<u>15,077</u>	<u>25,385</u>	<u>0</u>	<u>0</u>
6641	Machinery & Equipment	64,030	21,611	60,000	60,000
6661	Computer Software	95,321	84,755	1,182,544	180,122
	SUBTOTAL CAPITAL	<u>159,352</u>	<u>106,365</u>	<u>1,242,544</u>	<u>240,122</u>
	TOTAL	<u><u>1,143,566</u></u>	<u><u>1,648,125</u></u>	<u><u>2,971,434</u></u>	<u><u>1,944,300</u></u>
<p><i>In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Funds 109 and 110.</i></p>					

INTERNAL SERVICE FUNDS

FINANCE & MANAGEMENT SERVICES		FUND 110			
PC Plan		Activity 179			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
<u>INTERFUND TRANSFERS</u>					
5990	Transfer from Fund 109	1,741,820	1,520,910	750,000	1,000,000
	TOTAL INTERFUND TRANSFERS	<u>1,741,820</u>	<u>1,520,910</u>	<u>750,000</u>	<u>1,000,000</u>
<u>EXPENDITURES</u>					
6391	Operating Materials and Supplies	164	12,326	0	0
6591	Depreciation	279,717	100,224	0	0
6641	Machinery & Equipment	638,892	267,785	1,300,000	1,550,000
6661	Computer Software	<u>1,169</u>	<u>12,573</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	919,942	392,908	1,300,000	1,550,000
6791	Debt Service - Interest	<u>19,774</u>	<u>4,014</u>	<u>0</u>	<u>0</u>
	SUBTOTAL DEBT SERVICE	19,774	4,014	0	0
	TOTAL EXPENDITURES	<u>939,716</u>	<u>396,922</u>	<u>1,300,000</u>	<u>1,550,000</u>
<p>* In prior years, the IS Strategic plan was accounted for in Fund 79. The IS Strategic Plan is now accounted for in Funds 109 and 110.</p>					

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INTERNAL SERVICE FUNDS

PERSONNEL SERVICES	PROGRAM			
Liability & Property	80-180			
Statement of Purpose				
<p><i>To protect the City's assets from financial and operational impairment.</i></p> <p>This program protects the City's assets by providing insurance, risk sharing, risk transferring and risk assumption. Liability claims are handled in-house and are settled or denied impartially based upon the City's negligence. Adequate property insurance is maintained with an annual property values update. A self-inspection program of City properties is regularly conducted to minimize exposures and losses.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Four liability claims were evaluated as worthy of taking to trial and the City prevailed on all four. * Claim payments partially reduced due to ongoing coordination with CAO in claims handling and litigation strategies. * Implemented in-house commercial driver certification program. * Joined Pollution Liability Insurance Program. * Received a perfect BICEP audit result on the Liability Claims program * Continued to successfully tender the defense or indemnity of liability claims onto others. * Updated and improved Big Independent Cities Excess Pool (BICEP) various coverage and operating documents. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Increase focus on Risk Management Division (RMD) field investigation and rely less on departmental reports. * Push for legislation to eliminate joint liability hereby reducing claim and insurance costs. * Settle at fault property damage claims as a separate or full settlement to reduce costs. * Update and revise the City's Vehicle Policy. * Continue to increase departmental awareness of potential fiscal impact of liability exposures & subrogation potential. * Continue Loss Prevention Fund for mitigating unforeseen hazards. * Develop departmental cost allocation program. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimate FY 07-08	Objective FY 08-09
Service Level				
# of Actuarial Studies Conducted	2	1	2	1
# of Liability Claims Audits	1	1	1	1
Insurance Cost in \$	\$1,307,676	\$1,290,977	\$1,300,000	\$2,550,000
Efficiency				
# of Liability Claims Filed Annually	197	178	200	225
# of Liability Claims Settled/Closed	247	206	210	210
Closure Ratio	125%	116%	105%	107%
Paid Claims Amount in \$	\$497,922	\$725,970	\$1,500,000	\$2,500,000
Effectiveness				
% of at fault vehicle accidents	59%	60%	48%	40%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES					FUND	80
Liability & Property					Activity	180
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>REVENUES</u>						
5551	Charges to Departments	7,872,790	8,345,170	8,845,895	8,845,895	
5621	Expense Reimbursement	24,088	16,285	15,000	15,000	
5812	Earnings on Investments	403,979	746,265	514,570	655,495	
	TOTAL REVENUES	<u>8,300,857</u>	<u>9,107,720</u>	<u>9,375,465</u>	<u>9,516,390</u>	
<u>EXPENDITURES</u>						
6111	Salaries & Wages-Regular	291,657	294,182	362,925	453,280	
6131	Salaries & Wages-Temporary	0	0	14,750	9,865	
6141	Salaries & Wages Overtime	122	2,965	10,000	10,000	
6151	Retirement Plan	21,783	23,357	32,110	38,445	
6161	Medicare Insurance	3,021	3,267	4,615	5,470	
6171	Employees Insurance	33,849	34,478	48,760	50,990	
6172	Retiree Health Insurance	2,671	2,873	3,840	6,345	
6181	Compensation Insurance	4,351	4,616	6,180	7,470	
6191	Other Personnel Services	923,686	1,129,613	1,500,000	1,500,000	
	SUBTOTAL PERSONNEL	<u>1,281,140</u>	<u>1,495,351</u>	<u>1,983,180</u>	<u>2,081,865</u>	
6211	Communications	4,011	5,234	5,500	5,500	
6221	Training & Transportation	4,959	2,665	4,200	4,200	
6251	Other Agency Services	3,119	8,920	10,000	10,000	
6281	M&R Machinery & Equipment	761	547	2,000	2,000	
6291	Other Contractual Services	44,314	23,806	27,500	40,000	
	SUBTOTAL CONTRACTUAL	<u>57,164</u>	<u>41,172</u>	<u>49,200</u>	<u>61,700</u>	
6391	Operating Materials & Supplies	9,403	9,254	9,000	14,000	
	SUBTOTAL COMMODITIES	<u>9,403</u>	<u>9,254</u>	<u>9,000</u>	<u>14,000</u>	
6511	Equipment Rental, City	7,000	6,590	6,920	6,780	
6521	Insurance (Risk Management)	1,307,676	1,290,977	2,600,000	2,550,000	
6522	Losses Paid	497,922	725,970	2,500,000	2,500,000	
6523	Unemployment Claims Paid	37,968	56,269	125,000	125,000	
6537	Information Services Strategic Plan	391,580	391,580	391,580	391,580	
6571	Building & Site Rental	16,000	16,990	17,840	19,090	
6590	Indirect Operating Expenses	24,595	34,145	60,890	47,645	
	SUBTOTAL FIXED CHARGES	<u>2,282,741</u>	<u>2,522,520</u>	<u>5,702,230</u>	<u>5,640,095</u>	
6641	Machinery & Equipment	6,706	0	10,000	10,000	
6651	Books, Records & Videos	11,347	273	10,000	10,000	
6661	Computer Software	0	0	5,000	5,000	
	SUBTOTAL CAPITAL	<u>18,053</u>	<u>273</u>	<u>25,000</u>	<u>25,000</u>	
6913	Reserve for Claims	0	0	5,808,745	6,124,175	
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>5,808,745</u>	<u>6,124,175</u>	
	TOTAL EXPENDITURES	<u>3,648,501</u>	<u>4,068,570</u>	<u>13,577,355</u>	<u>13,946,835</u>	

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		FUND 80			
Liability & Property		Activity 180			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.15		0.15	
1835	Assistant Director of Personnel Services	0.00		0.15	
1750	Risk Manager	0.50		0.50	
0650	Liability Claims Coordinator	1.00		1.00	
0130	Liability Claims Processor	1.00		1.00	
0700	Personnel Secretary	0.50		0.50	
2690	Loss Control Analyst	0.50		0.50	
7530	Senior Personnel Secretary	0.15		0.15	
1670	Sr. Paralegal (UC)*	1.00		1.00	
	Loss Control Office Assistant		0.50		0.50
	TOTAL	<u>4.80</u>	<u>0.50</u>	<u>4.95</u>	<u>0.50</u>
<p>*Note: City Attorney's Office Sr. Paralegal position funded thru Liability & Property Fund.</p>					

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		PROGRAM		
Section 125 Benefits		81-170		
Statement of Purpose				
<p><i>To market and administer the City's Flexible Spending Account plans for the benefit of the City employees.</i></p> <p>This program provides an opportunity for City employees to direct part of their salaries, on a pre-tax basis, into a Health Care Flexible Spending Account and a Dependent Care Flexible Spending Account. An employee may enroll in one or more accounts. Money that goes into a spending account is deducted from pay before federal and state income taxes are withheld, thus reducing the employees taxable income. Additionally, monies withheld for these accounts are exempt from employer FICA payroll-related taxes.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Outsourced Section 125 health and dependent care FSA accounts to ensure compliance with HIPAA. * Processed enrollments timely and accurately. * Processed reimbursements timely and accurately. * Established an automatic pre-tax deduction for insurance premiums pursuant to Section 125 of the IRS code. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Promote advantages of program through informational pamphlets. * Review and update plan documents as needed. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of Health FSA enrollments	355	323	350	375
# of Dependent Care FSA enrollments	61	56	60	65
# of Premium FSA enrollments	334	344	492	375
Annual \$ amount of Health FSA enrollments	\$401,587	\$442,485	\$425,000	\$425,000
Annual \$ amount of Dependent Care enrollments	\$168,991	\$177,956	\$194,000	\$186,000
Annual \$ amount of Premium FSA enrollments	\$303,265	\$399,345	\$318,944	\$95,000
# claims processed annually for Health FSA	650	644	620	620
# claims processed annually for Dependent Care FSA	235	238	195	195
# claims processed annually for Premium FSA	785	659	650	650
Annual \$ amount of Health FSA reimbursements	\$396,360	\$388,806	\$386,000	\$386,000
Annual \$ amount of Dependent Care reimbursements	\$165,684	\$164,285	\$194,000	\$159,000
Annual \$ amount of Premium FSA reimbursements	\$275,832	\$366,825	\$318,944	\$95,000

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES					FUND	81
Section 125 Benefits					Activity	170
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>EXPENDITURES</u>						
6525	Benefit Payments-Medical	400,641	388,227	360,000	388,230	
6526	Benefit Payments-Health Care	274,713	366,142	390,500	125,000	
6528	Benefit Payments-Child Care	166,762	164,451	165,000	200,535	
	SUBTOTAL FIXED CHARGES	<u>842,116</u>	<u>918,820</u>	<u>915,500</u>	<u>713,765</u>	
	TOTAL EXPENDITURES	<u><u>842,116</u></u>	<u><u>918,820</u></u>	<u><u>915,500</u></u>	<u><u>713,765</u></u>	

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		PROGRAM		
Employee Group Benefits		81-177		
Statement of Purpose				
<p><i>To provide a responsive, competitive, and cost-effective employee benefits and compensation program; and manage the compensation plan, retirement plan, air quality programs, wellness programs.</i></p> <p>This program contracts and administers employee benefits and implements employee compensation plans. The major functions include negotiating life, long-term disability, medical, dental and vision insurance plans; promoting employee assistance and fitness programs; documenting and implementing employee contract pay provisions; processing new employees, separating employees, and retirements; and administering employee's leave provisions.</p>				
Accomplishments in FY 2007-08				
<ul style="list-style-type: none"> * Implemented employee benefits as contracted in memoranda of understanding. * Maintained records and processed enrollments for CalPERS Health Program. * Counseled employees on retirement process and retiree insurance programs. * Hosted Annual Health, Rideshare and Quality Faire. * Processed Flexible Spending accounts. * Hosted Annual Blood Drive for employees. * Complied with AQMD Rule 2202 Regulations. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Improve Personnel policy monitoring and employee benefits administration utilizing the payroll system. * Negotiate employee insurance benefit contracts to provide quality plans at minimum cost. * Administer insurance and retiree benefit programs with a quality customer focus. * Ensure City compliance with laws and regulations related to employee benefits and compensation, and AQMD. * Administer CalPERS retirement contract and facilitate communications to employees. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of new employees processed	249	297	260	260
# of separating employees processed	209	219	200	250
# of retirements processed/counseled	137	190	350	350
# of employees utilizing EAP resources	111	103	130	130
# of Family Medical Leave cases processed	-	105	100	100
# of flu vaccines administered	400	333	350	350
# of insurance enrollments/changes processed	1,938	2,159	1,800	1,600
# of employees participating in blood drives	273	235	300	300
Efficiency				
# of internal audits conducted annually	44	48	48	48
Effectiveness				
% of employees' problems resolved within 1 day	90	95	95	95
% of premium payments processed on time	100%	100%	100%	100%

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES					FUND	81
Employee Group Benefits					Activity	177
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>REVENUES</u>						
5551	Charges to Departments	16,091,520	17,127,325	17,991,712	23,353,095	
5552	Employee Contributions	1,277,086	1,514,697	1,577,320	1,668,795	
5553	Medical Contribution	399,079	407,924	360,000	388,230	
5554	Child Care Contribution	161,082	179,425	390,500	125,000	
5555	Health Premium Contribution	310,510	404,613	165,000	200,535	
5556	POA Retirement ER Contribution	0	231,702	242,124	373,240	
5621	Expense Reimbursement	786		0	0	
5799	Miscellaneous Recoveries	0	7,437	7,437	0	
5812	Earnings on Investments	23,113	62,724	51,540	86,120	
	TOTAL REVENUES	<u>18,263,176</u>	<u>19,935,847</u>	<u>20,785,632</u>	<u>26,195,015</u>	
<u>EXPENDITURES</u>						
6111	Salaries & Wages-Regular	421,656	499,179	473,300	540,990	
6131	Salaries & Wages-Temporary	1,259	7,186	34,530	31,085	
6141	Salaries & Wages-Overtime	644	3,574	12,000	12,000	
6151	Retirement Plan	30,422	33,296	40,170	46,610	
6161	Medicare Insurance	5,503	5,970	7,365	8,295	
6171	Employees Insurance	47,344	51,178	58,915	69,930	
6172	Retiree Health Insurance	3,548	3,982	4,735	7,575	
6181	Compensation Insurance	6,271	8,530	8,365	9,900	
6191	Other Personnel Services	38,628	38,628	45,000	45,000	
	SUBTOTAL PERSONNEL	<u>555,274</u>	<u>651,524</u>	<u>684,380</u>	<u>771,385</u>	
6211	Communications	5,794	5,954	1,200	5,955	
6221	Training & Transportation	5,390	5,356	20,000	15,000	
6251	Other Agency Services	3,738	3,748	5,000	10,000	
6281	M&R Machinery & Equipment	539	681	3,080	3,080	
6291	Other Contractual Services	17,713	101	453,780	470,000	
	SUBTOTAL CONTRACTUAL	<u>33,173</u>	<u>15,840</u>	<u>483,060</u>	<u>504,035</u>	
6391	Operating Materials & Supplies	6,496	9,898	20,000	20,000	
	SUBTOTAL COMMODITIES	<u>6,496</u>	<u>9,898</u>	<u>20,000</u>	<u>20,000</u>	
6521	Insurance	14,764,984	16,108,124	17,432,810	22,154,595	
6522	Insurance Pass Thru (Medicare)	1,378,435	1,590,495	1,519,870	1,686,520	
6527	Benefit Payments-Wellness	3,979	3,693	10,000	10,000	
6537	Information Services Strategic Plan	227,945	227,945	227,945	227,945	
6571	Building & Site Rental	36,830	39,125	41,080	43,955	
6590	Indirect Operating Expenses	35,352	55,441	77,405	58,815	
	SUBTOTAL FIXED CHARGES	<u>16,447,524</u>	<u>18,024,823</u>	<u>19,309,110</u>	<u>24,181,830</u>	
6641	Machinery & Equipment	0	0	3,000	3,000	
6661	Computer Software	0	0	1,000	1,000	
	SUBTOTAL CAPITAL	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>	
	TOTAL EXPENDITURES	<u>17,042,468</u>	<u>18,702,085</u>	<u>20,500,550</u>	<u>25,481,250</u>	

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		FUND 81			
Employee Group Benefits		Activity 177			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.30		0.30	
1835	Assistant Director of Personnel Services	0.00		0.15	
0470	Benefits and Compensation Manager	0.90		0.90	
1540	Senior Personnel Analyst	0.75		0.75	
0770	Senior Personnel Technician	1.50		1.50	
7530	Senior Personnel Secretary	0.30		0.30	
7300	Senior Personnel Services Specialist	2.00		2.00	
7070	Personnel Services Specialist	0.40		0.40	
9070	Senior Clerical Aide		1.00		1.00
9090	Clerk Typist II		1.00		1.00
	TOTAL	<u>6.15</u>	<u>2.00</u>	<u>6.30</u>	<u>2.00</u>

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		PROGRAM		
Workers' Compensation		82-178		
Statement of Purpose				
<p><i>To minimize the number, cost, and effect of work-related injuries and illness.</i></p> <p>This program prevents and investigates employee injuries and illnesses; provides safety and health-related training to all employees; ensure a safe and healthful work environment while providing the best possible medical care for injured employees; promptly handles and settles claims; and administers a stable Workers' Compensation program.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Recovered \$1,200,000 in subrogation and excess insurance claims. * Reduced claim costs 16%. * Reduced new litigated claims by 52%. * Saved \$8,346 by implementing Heat Illness Prevention and Hearing Conservation training in-house. * Saved \$19,188 by conducting noise surveys and ergonomic evaluations in-house. * Implemented Valley Oak System IVOS software upgrade. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Comply with state's electronic claim reporting requirements. * Comply with state's electronic claim payment processing requirements. * Comply with state's mandated claims staff training requirements. * Provide comprehensive ergonomic training program to reduce number of repetitive stress injuries and resulting costs. * Develop and implement a written Heat Illness Prevention Program as required by Cal/OSHA. * Comply with Cal/OSHA's Hearing Conservation Program by administering hearing tests to affected employees. * Continue Loss Prevention Fund for mitigating unforeseen hazards. * Develop departmental cost allocation program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of new claims	374	326	340	340
% of outstanding litigated open claims	25	18%	25	20
# of new litigated claims	23	14	30	15
# of environmental studies	3	6	7	4
# of hearing tests administered	219	0	0	225
# of Santa Ana Health & Safety Committee meetings	10	10	11	10
# of ergonomic evaluations	20	20	25	25
# of Heat Illness Prevention classes (started in FY 07/08)	0	0	6	3
Efficiency				
Cost of claims in \$	\$4,625,091	\$3,843,908	\$4,000,000	\$4,525,000

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES					FUND	82
Workers' Compensation					Activity	178
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
<u>REVENUES</u>						
5551	Charges to Departments	7,738,095	8,424,446	9,247,565	9,247,565	
5621	Expense Reimbursement	479,391	400,757	400,000	400,000	
5799	Misc. Recoveries	0	27,016	0	0	
5812	Earnings on Investments	328,323	612,260	419,000	545,300	
	TOTAL REVENUES	<u>8,545,809</u>	<u>9,464,479</u>	<u>10,066,565</u>	<u>10,192,865</u>	
<u>EXPENDITURES</u>						
6111	Salaries & Wages-Regular	539,916	618,923	710,785	709,880	
6131	Salaries & Wages-Temporary	16,901	0	14,750	10,725	
6141	Salaries & Wages-Overtime	790	6,009	10,000	10,000	
6151	Retirement Plan	41,134	45,827	58,935	60,030	
6161	Medicare Insurance	6,808	7,292	9,350	9,205	
6171	Employees Insurance	56,238	60,110	76,580	73,500	
6172	Retiree Health Insurance	4,389	5,551	7,105	9,940	
6181	Compensation Insurance	6,962	7,416	9,575	10,145	
6191	Other Personnel Services	343,506	452,479	475,000	553,500	
	SUBTOTAL PERSONNEL	<u>1,016,644</u>	<u>1,203,606</u>	<u>1,372,080</u>	<u>1,446,925</u>	
6211	Communications	6,160	7,085	6,900	6,900	
6221	Training & Transportation	5,028	7,723	23,500	23,500	
6251	Other Agency Services	95,010	90,004	150,000	150,000	
6281	M&R Machinery & Equipment	1,500	1,132	2,000	2,000	
6291	Other Contractual Services	165,094	113,529	175,000	142,500	
	SUBTOTAL CONTRACTUAL	<u>272,792</u>	<u>219,473</u>	<u>357,400</u>	<u>324,900</u>	
6391	Operating Materials & Supplies	18,680	22,208	23,000	28,000	
	SUBTOTAL COMMODITIES	<u>18,680</u>	<u>22,208</u>	<u>23,000</u>	<u>28,000</u>	
6511	Equipment Rental City	5,000	5,955	6,255	5,955	
6521	Insurance (Risk Management)	256,643	524,861	625,000	650,000	
6522	Insurance Passthrough's	389,684	531,341	0	0	
6525	Benefits Payments	4,625,091	3,843,908	5,250,000	4,525,000	
6537	Information Services Strategic Plan	118,995	118,995	118,995	118,995	
6571	Building & Site Rental	36,000	38,245	40,155	42,965	
6590	Indirect Operating Expenses	47,011	65,180	109,520	73,570	
6591	Depreciation Expense	2,551	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>5,480,975</u>	<u>5,128,485</u>	<u>6,149,925</u>	<u>5,416,485</u>	
6641	Machinery & Equipment	144	0	10,000	10,000	
6651	Books, Records & Video	5,517	12,803	10,000	10,000	
6661	Computer Software	0	0	5,000	5,000	
	SUBTOTAL CAPITAL	<u>5,662</u>	<u>12,803</u>	<u>25,000</u>	<u>25,000</u>	
6800	Transfer to Fund 11	0	0	0	0	
	SUBTOTAL TRANSFERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6913	Reserve for Claims	0	0	20,602,862	18,722,605	
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>20,602,862</u>	<u>18,722,605</u>	
	TOTAL EXPENDITURES	<u>6,794,753</u>	<u>6,586,575</u>	<u>28,530,267</u>	<u>25,963,915</u>	

INTERNAL SERVICE FUNDS

PERSONNEL SERVICES		FUND 82			
Workers' Compensation		Activity 178			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1830	Executive Director, Personnel Services	0.15		0.15	
1835	Assitant Director of Personnel Services	0.00		0.15	
1750	Risk Manager	0.50		0.50	
2690	Loss Control Analyst	0.50		0.50	
0700	Personnel Secretary	0.50		0.50	
7550	Workers' Comp. Administrator	1.00		1.00	
7540	Senior Workers' Comp. Claims Examiner	3.00		3.00	
7510	Senior Workers' Comp. Claims Assistant	1.00		1.00	
7390	Executive Secretary	0.15		0.15	
7070	Personnel Services Specialist	1.00		1.00	
	Loss Control Office Assistant		0.50		0.50
	TOTAL	<u>7.80</u>	<u>0.50</u>	<u>7.95</u>	<u>0.50</u>

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**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES				
Engineering Services				
5335 Engineering Cost Allocation	10,000	0	10,000	10,000
5551 Charges to Projects	7,140,464	5,756,129	8,179,750	8,381,255
5577 Engineering Service Charge	151,613	131,421	120,000	100,000
5621 Expense Reimbursement	10,154	63,388	15,000	20,000
5799 Miscellaneous Recoveries	0	300	0	0
5812 Earnings on Investments	19,910	21,273	5,000	20,000
5920 Sewer Construction Permits	9,364	12,389	12,000	9,500
5921 Street Construction Permits	388,301	96,337	0	0
5922 Parking Permit	43,953	61,475	40,000	66,000
5977 Abandonment Processing	1,534	1,885	3,000	3,000
5990 Transfer from General Fund	0	10,000	0	0
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SUBTOTAL REVENUES	7,775,293	6,154,598	8,384,750	8,609,755
Balance from Prior Year	0	0	0	800,000
Administrative Services				
5551 Charges to Departments	3,327,705	3,044,570	4,412,760	4,457,320
5621 Expense Reimbursement	18	13	0	0
5812 Earnings on Investments	61,757	81,816	60,000	95,000
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SUBTOTAL REVENUES	3,389,480	3,126,399	4,472,760	4,552,320
Balance from Prior Years	0	0	0	1,009,530
TOTAL REVENUES	<u>11,164,773</u>	<u>9,280,997</u>	<u>12,857,510</u>	<u>13,162,075</u>
EXPENDITURES				
Engineering Services				
86-613 Transportation	478,188	510,240	742,225	754,635
86-621 Traffic Engineering	1,688,137	1,908,815	2,694,630	2,869,995
86-651 Construction Engineering	2,001,232	2,229,706	2,759,390	3,066,780
86-653 Design Engineering	1,207,409	1,340,157	2,214,170	2,718,345
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SUBTOTAL	5,374,966	5,988,918	8,410,415	9,409,755
Administrative Services				
101-601 Administration	3,416,883	3,226,516	3,801,720	4,097,620
101-611 Development Engineering	1,027,856	1,051,307	1,278,775	1,464,230
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SUBTOTAL	4,444,739	4,277,823	5,080,495	5,561,850
TOTAL	<u>9,819,705</u>	<u>10,266,741</u>	<u>13,490,910</u>	<u>14,971,605</u>
OPERATING EXPENSE				
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	7,188,883	8,099,171	9,471,880	11,044,975
6200 Contractual	523,767	568,437	1,357,460	1,503,325
6300 Commodities	109,843	121,741	121,200	126,990
6500 Fixed Charges	974,315	1,111,146	2,349,985	2,157,915
6600 Capital	27,096	32,601	172,410	138,400
6700 Debt Service	(144,955)	0	17,975	0
6800 Inter-Fund Transfer	1,140,756	333,645	0	0
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TOTAL	<u>9,819,705</u>	<u>10,266,741</u>	<u>13,490,910</u>	<u>14,971,605</u>

**INTERNAL SERVICE FUNDS
RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
2080	Assistant Engineer - Transportation (T)	1.00		1.00	
2100	Assistant Engineer II	16.50		17.75	
2155	Assistant Traffic Operations Engineer	1.00		2.00	
0320	City Engineer	1.00		1.00	
2240	Construction Inspector I	3.00		3.00	
0300	Construction Inspector II	2.00		3.00	
1850	Contracts Administrator	1.00		1.00	
0315	Deputy City Engineer	0.55		1.00	
2020	Engineering Drafting Technician II	2.00		2.00	
2170	Executive Director, Public Works Agency	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
2190	GIS Administrator	1.00		1.00	
7090	Lead Accounting Assistant	1.00		1.00	
1200	Management Aide	1.00		1.00	
0020	Micro System Technician	1.00		1.00	
0390	Office Supervisor	1.00		1.00	
2129	Principal Civil Engineer	1.75		1.75	
6140	Projects Manager	1.00		1.00	
4519	Public Works Dispatcher	1.00		1.00	
1910	Records Management Specialist (T)	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	3.00		3.00	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	9.30		9.30	
2110	Senior Engineer	2.00		2.00	
2040	Senior Land Surveyor	1.00		1.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	5.00		5.00	
1290	Senior Transportation Analyst	2.00		2.00	
0428	Street Lighting Maintenance Worker	1.00		1.00	
4360	Street Maintenance Supervisor	1.00		1.00	
2070	Survey Party Chief	2.00		2.00	
2060	Survey Party Technician II	2.00		2.00	
1060	Systems Technician	1.00		1.00	
1080	Transportation Manager	1.00		1.00	
9130	Engineering Intern , P/T		25.00		26.00
9505	Permit Parking Aide, P/T		2.00		2.00
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
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		74.60	30.00	78.30	31.00
		=====	=====	=====	=====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES	PROGRAM			
Transportation	86-613			
Statement of Purpose				
<p><i>To be responsive to local, regional, and state transportation issues, including identifying and securing outside funding sources.</i></p> <p>Transportation identifies and responds to transportation issues of primary concern to the City and pursues grant funding for capital projects. Transportation oversees the development of the General Plan Circulation Element, traffic impacts associated with development projects and environmental documents, and administers the City's TDM Program. Transportation also protects the City's interests by reviewing traffic impacts associated with EIRs for developments in adjacent jurisdictions.</p>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Functioned as the lead in developing the Santa Ana Transit Vision/Go Local Project Concept Step 1 & Step 2 grant application. * Secured funding for the SR-55/MacArthur Landscaping Project and completed final design and construction. * Reviewed traffic impacts for major developments and identified traffic mitigation requirements, including the Renaissance Specific Plan and Metro East Mixed Use Overlay Zone. * Reviewed environmental documents for development within Santa Ana and adjacent jurisdictions. * Completed Citywide speed limit report. * Completed FY 06/07 Citywide Traffic Safety Report. * Provided administrative and technical support for the Santa Ana/Orange and Santa Ana/Tustin TSIAs. * Participated and represented the City's interests in the: <ul style="list-style-type: none"> - California High Speed Rail, LOSSAN Corridor, Quiet Zones, and other related rail issues - Metrolink Second Main Track Project - SR-22 Aesthetic Theme & Concept Plan and implementation - I-405 MIS Study - Central Orange County Corridor Study and the Riverside-Orange County Corridor MIS Study 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Maintain a leadership role in the regional transportation issues affecting the City. * Review and assess traffic impacts for development projects in adjacent jurisdictions submitted to PWA. * Represent the City's interest in the CCC Study/MIS and the Santa Ana Second Main Track Project. * Continue to work cooperatively with the Planning and Building Agency to facilitate development/traffic-related projects. * Continue to represent the City's interest regarding the LOSSAN Corridor, Quiet Zones, High Speed Rail & MagLev, etc. * Oversee the City's MPAH, CMP, GMP, and TDM programs, and the General Plan Circulation Element. * Provide administrative and technical support for the Santa Ana/Orange and Santa Ana/Tustin TSIAs. * Continue to monitor and brief the Mayor regarding OCTA Board and Committee items of interest to the City. * Continue to function as the lead for the OCTA Go Local Step 2 Program and OCTA's BRT (Bristol, Harbor & 17th). * Continue the pursuit of external funding sources for major capital improvement projects. * Continue to function as the lead agency for Growth Management Area (GMA) #7 and in securing GMA 2, 3, 7 & 8 funding. * Provide traffic and transportation impact assessment for major development projects. * Prepare FY 07/08 Citywide Traffic Safety Report, and prepare and administer the Citywide traffic database. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of grant applications	3	5	5	5
# of environmental documents	5	15	10	10
# of traffic studies prepared	5	10	5	5
# of traffic studies reviewed	20	25	20	15
# of development projects reviewed	N/A	40	45	30
Effectiveness				
% grant applications prepared	100	100	100	100
% environmental documents reviewed	100	300	200	100
% traffic studies prepared	100	200	100	100
% traffic studies reviewed	100	125	125	100
% development projects reviewed	N/A	100	150	100

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES					FUND	86
Transportation					Activity	613
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	282,611	302,811	329,925	369,345	
6131	Salaries & Wages-Temporary	13,146	17,014	16,280	16,370	
6141	Salaries & Wages-Overtime	3,029	1,114	2,000	2,000	
6151	Retirement Plan	22,326	24,389	27,140	31,000	
6161	Medicare Insurance	3,204	3,360	4,925	4,185	
6171	Employees Insurance	15,407	20,225	22,040	26,690	
6172	Retirees Insurance	2,149	2,310	3,235	5,065	
6181	Compensation Insurance	4,377	4,887	10,055	5,650	
	SUBTOTAL PERSONNEL	346,249	376,111	415,600	460,305	
6211	Communications	1,963	1,925	3,000	3,000	
6221	Training & Transportation	998	200	3,000	3,000	
6251	Other Agency Services	995	1,505	2,500	2,500	
6281	M & R Machinery & Equipment	35	277	2,000	40	
6291	Other Contractual Services	1,033	1,326	1,865	1,810	
6294	Lease Payments	0	0	23,185	23,055	
	SUBTOTAL CONTRACTUAL	5,024	5,231	35,550	33,405	
6391	Operating Materials & Supplies	4,514	3,925	5,390	4,790	
	SUBTOTAL COMMODITIES	4,514	3,925	5,390	4,790	
6511	Equipment Rental, City	3,670	3,920	6,515	0	
6521	Insurance (Risk Management)	38,210	40,505	42,935	42,935	
6571	Building & Site Rental	37,435	39,765	41,950	44,885	
6590	Indirect Operating Expenses	13,134	17,614	21,900	18,880	
6591	Depreciation	0	0	0	0	
	SUBTOTAL FIXED CHARGES	92,449	101,804	113,300	106,700	
6771	Capitalized Lease Obligations	(30,510)	0	0	0	
	SUBTOTAL DEBT SERVICE	(30,510)	0	0	0	
6800	Transfer to General Fund	60,462	23,169	0	0	
	SUBTOTAL INTERFUND TRANSFERS	60,462	23,169	0	0	
	TOTAL OPERATING	478,188	510,240	569,840	605,200	
6595	Interfund Transfer to Fund 101	0	0	172,385	149,435	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0320	City Engineer	0.15		0.15	
1290	Senior Transportation Analyst	2.00		2.00	
1080	Transportation Manager	0.40		0.40	
9130	Engineering Intern , P/T		1.00		1.00
	TOTAL	2.55	1.00	2.55	1.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		PROGRAM		
Traffic Engineering		86-621		
Statement of Purpose				
<p><i>To facilitate the safe and efficient movement of vehicular and pedestrian traffic on City streets and arterials.</i></p> <p>This program provides for the design of street channelization plans, new signal and signal modification plans, enhanced operation of the Citywide traffic signal network and the Advanced Traffic Management System (ATMS). This section also investigates and responds to citizen requests and complaints, develops and implements neighborhood traffic, parking, and speed hump plans; prepares and submits federal and state grants for traffic engineering projects, including ATMS elements, and priority control systems for emergency vehicles; designs parking facilities; reviews environmental impact reports as they relate to traffic impacts and site access for major developments; manages the Integrated Traveler Information Sharing System (ITIS); and assists in claims management.</p>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed design and construction of 10 traffic signals/interconnect projects. * Investigated and responded to over 1,150 Council and citizen requests regarding traffic safety. * Implemented or renewed permit parking in 27 permit parking districts. * Implemented 13 speed humps on 3 residential streets. * Completed Westminster/17th, McFadden, MacArthur, Edinger, Harbor, and Segerstrom Traffic Management Projects. * Completed 19 channelization plans in-house for arterials and neighborhood streets. * Acquired state and federal funds for traffic engineering improvements. * Completed Citywide collision data report. * Completed Civic Center Directional Signage Project on Main Street (Phase II). * Processed 125 special license applications. 				
Action Plan for FY 2008-2009				
<ul style="list-style-type: none"> * Continue to provide technical support for BRT projects. * Evaluate speed hump requests and implement approved speed hump projects. * Prepare grant applications for traffic engineering projects, and implement grant- and City-funded projects. * Implement traffic signals and school signs to enhance pedestrian safety for elementary schools. * Complete channelization and signal design (PS&E) and Capital Improvement Program for FY 08-09. * Implement permit parking program, block by block, through a petition process in new and existing districts * Evaluate neighborhood traffic plan requests and implement approved plans. * Complete Downtown Adaptive Signal System. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of citizen, Council and Police requests processed	720	550	600	600
# of parking permits issued (# of districts)	3,800 (27)	3900 (27)	4,000 (27)	4100 (27)
# of traffic signals/stripping/traffic control plan sets reviewed (average days to check)	99 (9)	94 (9)	120 (9)	100 (09)
Efficiency				
Average # of days to process citizen requests	55	25	20	20
% of projects designed using CAD/Microstation	100	0	100	100

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		FUND 86			
Traffic Engineering		Activity 621			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	884,971	1,047,596	1,292,200	1,499,500
6131	Salaries & Wages-Temporary	165,761	157,040	202,680	223,780
6141	Salaries & Wages-Overtime	19,111	9,770	21,000	21,000
6151	Retirement Plan	66,153	77,196	112,400	133,180
6161	Medicare Insurance	12,855	13,669	19,060	22,780
6171	Employees Insurance	85,439	91,089	102,820	141,915
6172	Retirees Insurance	6,054	7,747	12,800	20,800
6181	Compensation Insurance	16,734	17,683	43,880	25,260
	SUBTOTAL PERSONNEL	1,257,078	1,421,791	1,806,840	2,088,215
6211	Communications	49,729	49,617	50,000	45,000
6221	Training & Transportation	7,055	11,090	8,000	8,000
6251	Other Agency Services	2,254	1,832	12,000	12,000
6281	M&R Machinery & Equipment	1,276	1,321	16,895	10,000
6291	Other Contractual Services	25,094	15,182	46,190	46,590
6294	Lease Payments	0	0	60,180	59,835
	SUBTOTAL CONTRACTUAL	85,408	79,041	193,265	181,425
6391	Operating Materials & Supplies	41,424	35,204	22,480	30,000
	SUBTOTAL COMMODITIES	41,424	35,204	22,480	30,000
6511	Equipment Rental, City	28,190	44,370	55,430	49,930
6521	Insurance (Risk Management)	76,870	81,480	86,370	86,370
6571	Building & Site Rental	73,845	78,445	82,760	88,555
6590	Indirect Operating Expenses	47,010	62,113	95,350	84,945
	SUBTOTAL FIXED CHARGES	225,915	266,408	319,910	309,800
6641	Machinery & Equipment	0	14,914	13,350	5,000
6651	Books, Records & Video	0	1,317	0	1,000
6661	Computer Software	450	1,816	33,500	5,500
	SUBTOTAL CAPITAL	450	18,047	46,850	11,500
6771	Capitalized Lease Obligations	(55,870)	0	17,975	0
	SUBTOTAL DEBT SERVICE	(55,870)	0	17,975	0
	TOTAL	1,554,405	1,820,491	2,407,320	2,620,940
6595	Interfund Transfer to fund 101	0	0	287,310	249,055
6800	Transfer to General Fund	133,732	88,324	0	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2080	Assistant Engineer - Transportation (T)	1.00		1.00	
2100	Assistant Engineer II	6.00		5.00	
2155	Assistant Traffic Operations Engineer	1.00		2.00	
0320	City Engineer	0.25		0.25	
2131	Senior Civil Engineer	3.75		3.75	
4360	Street Maintenance Supervisor	0.50		0.50	
1080	Transportation Manager	0.60		0.60	
9130	Engineering Intern, P/T		10.00		10.00
9505	Permit Parking Aide, P/T		2.00		2.00
	TOTAL	13.10	12.00	13.10	12.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES	PROGRAM			
Construction Engineering	86-651			
Statement of Purpose				
<p><i>To provide competent, state-of-the-art contract administration, construction inspection, and surveying services in order to assure timely delivery of high quality infrastructure projects.</i></p> <p>This section monitors public works and related construction contracts for the Capital Improvement Program and provides field inspection and surveying services. Field inspection includes all work done in the public right-of-way, whether done by permit or City contract. Surveying includes maintenance of the City benchmark/monument system and construction staking.</p>				
Accomplishments in FY 06-07 & 07-08				
<p>FY 06-07 Administered 20 projects totaling \$16 million</p> <ul style="list-style-type: none"> * Completed construction of Logan Neighborhood improvements. * Completed construction of Fairview Bridge seismic retrofits. * Completed construction of Main Street Rehabilitation from Warner to Columbine. * Completed construction of seismic retrofit of three bridges. * Continued efforts to enforce NPDES compliance on construction sites. * Completed construction of Flower Street Bike Trail. <p>FY 07-08 Administered 24 projects totaling \$18 million</p> <ul style="list-style-type: none"> * Completed construction of Santiago Park Wildlife Center * Completed Elevated Water Tank repairs and painting. * Completed water main installation in Ross Street from French to Main Streets. * Completed Santiago Creek Bike Trail at I-5 freeway. * Completed traffic signal improvements at 5th and Jackson Streets. * Completed Fire Station No. 7 improvements. * Completed McFadden Street Rehabilitation from Standard Street to East City Limit. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete construction of East Reservoir and West Reservoir renovations. * Complete Fourth Street water main improvements. * Complete First Street, Segerstrom Avenue, and Warner Avenue rehabilitation projects. * Complete Santa Clara Avenue, 17th Street, and Bristol Street rehabilitation projects. * Complete Local Street Pavement Rehabilitation Thin-Overlay, Phase 1. * Start construction of MacArthur Widening at SR-55. * Start construction of Bristol Street from McFadden to Pine Streets. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of permits inspected and approved	300	289	706	350
# of new construction contracts administered	20	20	24	26
\$ value of construction contracts awarded (in millions)	14	18	22	28
Efficiency				
Costs of construction change orders as a percentage of project costs	4.5	4.8	4.2	5
% of staking requests handled within 2-days notice	100	100	100	100
% of inspection requests handled within 1-day notice	100	100	100	100
Effectiveness				
% of error-free staking surveys based on total number of staking surveys	100	100	100	100
# of liability claims alleging construction and/or safety defects	12	14	10	12

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		FUND 86			
Construction Engineering		Activity 651			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,199,051	1,334,544	1,475,420	1,684,945
6131	Salaries & Wages-Temporary	50,087	50,303	93,040	101,140
6141	Salaries & Wages-Overtime	25,423	41,375	80,000	80,000
6151	Retirement Plan	93,729	108,080	122,185	142,720
6161	Medicare Insurance	15,420	17,473	19,365	22,280
6171	Employees Insurance	140,941	162,605	158,320	206,350
6172	Retirees Insurance	8,307	10,355	14,480	23,155
6181	Compensation Insurance	60,449	73,308	45,610	91,625
6191	Other Personnel Services	594	559	2,500	2,500
	SUBTOTAL PERSONNEL	1,594,001	1,798,602	2,010,920	2,354,715
6211	Communications	23,139	24,480	35,000	38,000
6221	Training & Transportation	764	3,340	6,170	5,470
6241	Janitorial & Housekeeping	0	0	200	200
6251	Other Agency Services	2,809	2,561	3,800	4,050
6281	M&R Machinery & Equipment	1,109	342	95	100
6291	Other Contractual Services	12,996	16,100	18,185	17,200
6294	Lease Payments	0	0	62,430	62,070
	SUBTOTAL CONTRACTUAL	40,817	46,823	125,880	127,090
6311	Office Supplies	122	39	0	0
6391	Operating Materials & Supplies	199	16,134	30,320	29,350
	SUBTOTAL COMMODITIES	321	16,173	30,320	29,350
6511	Equipment Rental, City	17,844	72,900	77,115	76,415
6521	Insurance (Risk Management)	67,165	98,455	104,360	104,360
6571	Building & Site Rental	92,880	54,325	57,315	61,325
6590	Indirect Operating Expenses	51,140	79,481	18,570	15,770
	SUBTOTAL FIXED CHARGES	229,029	305,161	257,360	257,870
6641	Machinery & Equipment	0	135	45,000	45,500
6651	Books, Records & Video	0	0	0	0
6661	Computer Software	0	476	2,600	3,200
	SUBTOTAL CAPITAL	0	611	47,600	48,700
6771	Capitalized Lease Obligations	(32,495)	0	0	0
	SUBTOTAL DEBT SERVICE	(32,495)	0	0	0
	TOTAL	1,831,673	2,167,371	2,472,080	2,817,725
6595	Interfund Transfer to Fund 101	56,254	0	287,310	249,055
6800	Transfer to General Fund	113,305	62,335	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.00		2.00	
0320	City Engineer	0.25		0.25	
2240	Construction Inspector I	3.00		3.00	
0300	Construction Inspector II	2.00		3.00	
2129	Principal Civil Engineer	1.00		1.00	
2131	Senior Civil Engineer	2.00		2.00	
2040	Senior Land Surveyor	1.00		1.00	
2070	Survey Party Chief	2.00		2.00	
2060	Survey Party Technician II	2.00		2.00	
9130	Engineering Intern, P/T		6.00		6.00
	TOTAL	15.25	6.00	16.25	6.00

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES		PROGRAM		
Design Engineering		86-653		
Statement of Purpose				
<p><i>To provide quality and professional civil engineering and architectural design services for the timely delivery of quality design plans to optimize stewardship of the taxpayers' investment, health, and safety.</i></p> <p>In addition to design engineering services, this section is also responsible for providing quality right-of-way engineering services for City properties and projects.</p>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed design plans for Bristol between McFadden & Pine. Completed R/W acquisition of 80% of properties. * Awarded construction contracts for all AHRP projects according to the schedule. * Commenced construction of Bristol Street from Pine to Third. * Completed construction of the Santa Ana portion of the Edinger Avenue Smart Street Project. * Completed design of CIP projects according to the schedule. * Awarded construction contracts for first two thin overlay phases of Project Restore. * Completed construction of Civic Center Parking Structure to accommodate the future State Appellate Court. * Awarded construction contract for the first Cold In-Place Recycling (CIR) project for Delhi and Willard Neighborhoods. * Maximized reimbursement for all grant funded projects. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Complete R/W acquisition and commence undergrounding utilities for Bristol between McFadden & Pine. * Award construction contracts for final thin overlay phase and all phases of CIR for Project Restore. * Complete construction of Bristol Street from Pine to Third. * Begin design and R/W acquisition of Bristol Street from 3rd to Civic Center. * Complete design of CIP projects according to the schedule. * Prepare 09/10 CIP and coordinate projects with other City agencies. * Ensure eligibility for grant funding with OCTA and other outside agencies. * Prepare update to the Arterial Street Pavement Condition database to maintain Measure M certification. * Prepare a strategy for preventive maintenance of local streets. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
% of projects with design engineering and bid preparation done by City personnel	75	55	30	70
% of projects with design engineering and bid preparation done by consultant	25	45	70	30
# of projects prepared for other agencies	25	20	40	30
# of grant applications prepared	35	20	30	15
Efficiency				
% of project designs using CAD	100	100	100	100
Effectiveness				
Average % of projects completed within schedule	95	95	95	95
Measure M certification maintained	Yes	Yes	Yes	Yes
Congestion Management Plan certification maintained	Yes	Yes	Yes	Yes

INTERNAL SERVICE FUNDS

PUBLIC WORKS ENGINEERING SERVICES					FUND	86
Design Engineering					Activity	653
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	734,906	806,258	1,128,770	1,581,555	
6131	Salaries & Wages-Temporary	53,074	80,450	94,130	119,300	
6141	Salaries & Wages-Overtime	2,566	829	0	0	
6151	Retirement Plan	57,428	64,805	94,890	136,100	
6161	Medicare Insurance	9,461	10,834	14,430	22,365	
6171	Employees Insurance	69,675	77,163	94,440	119,395	
6172	Retiree Insurance	5,155	6,839	11,155	21,940	
6181	Compensation Insurance	13,626	15,022	39,905	26,225	
	SUBTOTAL PERSONNEL	945,891	1,062,200	1,477,720	2,026,880	
6211	Communications	16,244	16,746	15,000	15,000	
6221	Training & Transportation	4,506	3,855	13,500	13,500	
6251	Other Agency Services	1,600	1,215	3,470	4,270	
6281	M&R Machinery & Equipment	3,553	4,811	1,095	600	
6291	Other Contractual Services	4,264	9,241	10,750	11,720	
6294	Lease Payments	0	0	59,800	59,455	
	SUBTOTAL CONTRACTUAL	30,167	35,869	103,615	104,545	
6391	Operating Materials & Supplies	24,275	22,251	17,720	16,660	
	SUBTOTAL COMMODITIES	24,275	22,251	17,720	16,660	
6511	Equipment Rental, City	11,525	12,280	17,525	4,575	
6521	Insurance (Risk Management)	39,330	41,690	44,190	44,190	
6571	Building & Site Rental	43,940	46,680	49,245	52,690	
6590	Indirect Operating Expenses	34,849	49,232	76,920	82,830	
	SUBTOTAL FIXED CHARGES	129,644	149,882	187,880	184,285	
6641	Machinery & Equipment	0	6,328	20,000	33,600	
6651	Books, Records & Video	0	0	0	0	
6661	Computer Software	0	3,893	5,000	3,700	
	SUBTOTAL CAPITAL	0	10,221	25,000	37,300	
6771	Capitalized Lease Obligations	(26,080)	0	0	0	
	SUBTOTAL DEBT SERVICE	(26,080)	0	0	0	
	TOTAL	1,103,897	1,280,423	1,811,935	2,369,670	
6595	Interfund Transfer to Fund 101	0	0	402,235	348,675	
6800	Transfer to General Fund	103,512	59,734	0	0	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
2100	Assistant Engineer II	4.00		6.00		
0320	City Engineer	0.15		0.15		
0315	Deputy City Engineer	0.55		1.00		
2020	Engineering Drafting Technician II	2.00		2.00		
1200	Management Aide	1.00		1.00		
2131	Senior Civil Engineer	3.00		3.00		
2110	Senior Engineer	1.00		1.00		
4360	Street Maintenance Supervisor	0.50		0.50		
9130	Engineering Intern, P/T		6.00		7.00	
	TOTAL	12.20	6.00	14.65	7.00	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES Administration	PROGRAM 101-601
Statement of Purpose	
<p><i>To provide Public Works staff with the support, resources, and environment needed to operate effectively, efficiently, and proactively in the delivery of services to internal/external customers.</i></p> <p>This program provides overall management and logistical support to the Public Works Agency. Included are the Office of the Executive Director and the Administrative Services Division.</p>	
FY 07-08 Top Agency Objectives	
<ul style="list-style-type: none"> * Prepare a comprehensive strategy to rebuild our neighborhood street system within the next 10 years. * Enhance the Sanitation Inspectors' involvement regarding Waste Discharge Requirements (WDR) and FOG compliance. Expand FOG and NPDES enforcement with an additional Sanitation Inspector (Aug. 2007). * Work with other Orange County city officials, the Board of Supervisors, and State Legislators to enable cities to share in the County's gas tax and Proposition 42 revenues. * Continuously improve graffiti abatement efforts and incorporate new Graffiti Tracker tools. * Continue the phased widening of Bristol Street from Warner Avenue to 17th Street by 2013. * Continue to strengthen the Water/Sewer Enterprise to support a first-rate infrastructure. Intensify the annual budget rate structure for water and sewer capital improvement projects. * Continue implementing GIS Strategic Plan recommendations. * Continue focusing on succession planning. * Complete the Go Local Study and submit to OCTA by December 2007. * Conduct a study to revise the TSIA fees. 	
FY 08-09 Top Agency Objectives	
<ul style="list-style-type: none"> * Partnering with the City of Garden Grove, commence conceptual engineering and environmental studies by hiring consultants for the following concepts by August 2008: Downtown Street Car Circulation, SARTC Expansion and PE Right-of-Way Development. * Move forward with the \$100 million Project Restore to improve residential streets using bond proceeds and other funding sources: <ul style="list-style-type: none"> –Coordinate with City Manager's Office and CDA to provide neighborhood outreach information via mailers, newsletter, and City website. –Develop a comprehensive five-year schedule by treatment type Citywide by July 2008. * Continue the \$225 million Bristol Street Widening from Warner Avenue to 17th Street by 2013. <ul style="list-style-type: none"> –Complete ROW from 3rd to Civic Center by June 2009. –Award construction contract project for the widening between Pine and Third by July 2008. –Working with OCTA, identify source of the next \$100 million of the \$225 million commitment by June 2009. –Move forward with the Bristol Street Widening between Pine and McFadden with OCTA's funding commitment. <ol style="list-style-type: none"> a. Complete PS&E by July 2008. b. Complete right-of-way acquisition by September 2008. c. Award construction contract by November 2008. d. Complete utility undergrounding by March 2009. * Continue implementation of GIS: <ul style="list-style-type: none"> –Work with Design Engineering to complete GIS linkage to MicroPaver Database for improved map visualization and data analysis by December 2008. –Begin development of new version of the SAGIS Viewer Application. Upgrade SAGIS Viewer to GeoMedia WebMap 6.1 and Visual Studio 2008 development platform by June 2009. Benefits to include interface enhancements, better query capabilities, and improved compatibility with future operating systems. –Provide GIS services to support the City in preparing for the Census 2010. Includes the Local Update of Census Address Program (LUCA) and the Boundary and Annexation Survey program (BAS) by December 2008. –Begin implementation of new projects identified in the strategic plan and prioritized by the MIS Committee by June 2009. –Continue development of I-Water applications for water and sewer. Study the issue of storm drain on GIS and tie to I-Water by March 2009. * Continue to strengthen Water/Sewer Enterprise to support a first-rate infrastructure. Intensify the annual budget rate structure for water and sewer capital improvement projects annually. * Study enhancement options for improving storm drain and catch basin cleaning programs, including a review of the existing process for cost effectiveness and responsiveness by September 2008. * Conduct a Feasibility Study to relocate the Traffic Management Center from the 3rd Floor City Hall to the 4th Floor Ross Annex by June 2009. * Coordinate roadway maintenance activities with Design Engineering and develop a preventive street maintenance strategy by June 2009. * Evaluate program to provide water service lines for developers by July 2008. * Work jointly with OCTA to commence construction by December 2008 for Tier I at-grade safety enhancement projects and keep on schedule to complete Quiet Zone improvements prior to OCTA's 2010 increase in Metrolink trains. * Investigate the feasibility of graffiti program enhancements to include upper level and pen tag removals, and color matching by June 2009. 	

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		FUND 101			
Administration		Activity 601			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,275,767	1,608,195	1,693,795	1,796,025
6131	Salaries & Wages-Temporary	118,105	101,980	107,340	87,285
6141	Salaries & Wages-Overtime	1,758	1,101	4,000	7,500
6151	Retirement Plan	119,525	124,529	144,970	155,185
6161	Medicare Insurance	17,010	17,662	19,945	21,705
6171	Employees Insurance	184,745	195,760	211,695	252,200
6172	Retirees Insurance	10,526	12,345	16,660	24,780
6181	Compensation Insurance	29,270	31,461	41,920	37,640
6191	Other Personnel Services	373,809	419,713	393,545	415,165
	SUBTOTAL PERSONNEL	2,130,515	2,512,747	2,633,870	2,797,485
6211	Communications	28,196	28,984	28,000	29,000
6221	Training & Transportation	41,432	45,995	60,345	58,910
6251	Other Agency Services	1,234	1,291	3,000	1,300
6281	M & R Machinery & Equipment	60,573	54,152	5,285	7,575
6291	Other Contractual Services	215,393	248,003	670,615	828,800
6294	Lease Payments	0	0	75,920	75,480
	SUBTOTAL CONTRACTUAL	346,828	378,425	843,165	1,001,065
6391	Operating Materials & Supplies	31,039	36,367	35,000	36,500
	SUBTOTAL COMMODITIES	31,039	36,367	35,000	36,500
6511	Equipment Rental, City	28,110	30,960	31,640	31,885
6521	Insurance (Risk Management)	5,820	6,193	6,540	6,540
6571	Building & Site Rental	71,545	83,505	88,100	94,265
6590	Indirect Operating Expenses	68,174	89,903	113,545	92,080
6591	Depreciation	9,927	9,927	0	0
	SUBTOTAL FIXED CHARGES	183,576	220,488	239,825	224,770
6621	Building	0	0	1,500	0
6641	Machinery & Equipment	14,176	0	43,600	24,200
6661	Computer Software	12,470	2,678	4,760	13,600
	SUBTOTAL CAPITAL	26,646	2,678	49,860	37,800
	TOTAL	2,718,604	3,150,705	3,801,720	4,097,620
6800	Transfer to General Fund	698,279	75,811	0	0

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES				FUND	101
Administration				Activity	601
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0910	Admin. & Enterprise Services Manager	1.00		1.00	
1850	Contracts Administrator	1.00		1.00	
2170	Executive Director, Public Works Agency	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
2190	GIS Administrator	1.00		1.00	
7090	Lead Accounting Assistant	1.00		1.00	
0020	Micro System Technician	1.00		1.00	
0390	Office Supervisor	1.00		1.00	
6140	Projects Manager	1.00		1.00	
4519	Public Works Dispatcher	1.00		1.00	
1910	Records Management Specialist (T)	1.00		1.00	
7430	Records Specialist	1.00		1.00	
7270	Secretary	1.00		1.00	
7280	Senior Accounting Assistant	3.00		3.00	
0150	Senior Management Analyst	1.00		1.00	
7330	Senior Office Assistant	5.00		5.00	
0428	Street Lighting Maintenance Worker	1.00		1.00	
1060	Systems Technician	1.00		1.00	
9900	Right-of-Way Technician, P/T		1.00		1.00
7330	Senior Office Assistant, PTCS		2.00		2.00
	TOTAL	----- 24.00 =====	----- 3.00 =====	----- 24.00 =====	----- 3.00 =====

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES			PROGRAM	
Development Engineering			101-611	
Statement of Purpose				
<p><i>To provide quality service to the City's residents and development community by ensuring that all public and private development projects comply with applicable City standards.</i></p> <p>Development Services coordinates the review of all development projects submitted to the Public Works Agency for impacts to the City's infrastructure system and is responsible for the collection of Public Works related fees associated with development projects.</p>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Reviewed major development projects to assess impacts to the City's infrastructure and identify requirements for project implementation such as: City Place Sky Lofts, Olen Properties Residential Project, Town & Country Manor, First & Cabrillo Towers, Village Green Residential Project, Audi Renovation & Parking Structure, Alton Court Residential Project, County of Orange Cogeneration Facility, Westminster Asia Plaza, and Empire Homes. * Provided plan check services for development projects, and processed street improvements and building permit applications, including tract and parcel maps, street vacations, grading plans, utility and miscellaneous permits. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Review and process site plans, improvement plans, and maps for major developments such as: One Broadway Plaza, City Place Sky Lofts, Alton Court Residential, Integral Mixed Use Project, and Empire Homes Project. * Provide accurate, timely, and responsive review of development projects, which includes fees, conditions, right-of-way requirements, grading, street improvement plans, etc. * Continue to work cooperatively with the developers to facilitate the design and implementation of their projects. * Prepare a report analyzing Transportation System Improvement Area impact fee rates. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
# of final subdivisions and right-of-way plan checks	111	153	95	100
# of street work and miscellaneous permits issued	296	282	230	220
# of building permit applications processed	1935	1980	2010	1950
# of site plan reviews, variances, and CUP's processed	89	79	65	70
# of utility plan checks	237	320	330	300
# of grading and improvements plan checks	178	183	145	150
# of wide load permits	448	430	372	390
Efficiency				
Average # of work days to process tract and parcel map plan checks	12	12	12	12
Average # of work days to process site plans	15	15	15	15
Effectiveness				
% of maps checked within 10 work days	85	85	85	85
% of site plans reviewed within 18 work days	90	90	90	90

INTERNAL SERVICE FUNDS

PUBLIC WORKS ADMINISTRATIVE SERVICES		FUND 101			
Development Engineering		Activity 611			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	650,721	663,993	789,145	937,980
6131	Salaries & Wages-Temporary	24,788	26,273	29,375	34,175
6141	Salaries & Wages-Overtime	7,012	271	10,000	10,000
6151	Retirement Plan	51,216	53,811	64,850	78,835
6161	Medicare Insurance	7,621	7,559	9,020	10,885
6171	Employees Insurance	72,698	79,360	81,330	99,490
6172	Retirees Insurance	4,584	5,090	7,770	12,925
6181	Compensation Insurance	8,725	8,945	23,870	12,765
6191	Other Personnel Services	87,784	82,415	111,570	120,320
	SUBTOTAL PERSONNEL	915,149	927,719	1,126,930	1,317,375
6211	Communications	7,554	7,265	7,500	7,500
6221	Training & Transportation	1,177	3,148	2,500	2,500
6251	Other Agency Services	32	32	1,000	1,000
6281	M&R Machinery & Equipment	515	0	35	40
6291	Other Contractual Services	6,245	12,602	20,645	20,590
6294	Lease Payments	0	0	24,305	24,165
	SUBTOTAL CONTRACTUAL	15,523	23,047	55,985	55,795
6391	Operating Materials & Supplies	8,270	7,822	10,290	9,690
	SUBTOTAL COMMODITIES	8,270	7,822	10,290	9,690
6511	Equipment Rental, City	4,855	5,110	5,165	5,250
6521	Insurance (Risk Management)	22,420	23,765	25,190	25,190
6590	Indirect Operating Expenses	30,173	38,528	52,115	47,830
	SUBTOTAL FIXED CHARGES	57,448	67,403	82,470	78,270
6641	Machinery & Equipment	0	774	0	0
6651	Books, Records, Videos	0	0	100	100
6661	Computer Software	0	270	3,000	3,000
	SUBTOTAL CAPITAL	0	1,044	3,100	3,100
	TOTAL	996,390	1,027,035	1,278,775	1,464,230
6800	Transfer to General Fund	31,466	24,272	0	0

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	4.50		4.75	
0320	City Engineer	0.20		0.20	
2129	Principal Civil Engineer	0.75		0.75	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	0.55		0.55	
2110	Senior Engineer	1.00		1.00	
9130	Engineering Intern, P/T		2.00		2.00
	TOTAL	7.50	2.00	7.75	2.00

**COMMUNITY DEVELOPMENT AGENCY
BEGINNING & ENDING FUND BALANCE
TABLE 4-1**

	COMMUNITY DEVELOPMENT								
	GRANT FUNDS (123, 124, 132, 126 & 129)			HOUSING AUTHORITY FUNDS			HOPWA, CDBG GRANT FUNDS (130, 135, 405)		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources									
Intergovernmental	5,804,219	5,009,733	6,312,755	26,109,868	26,170,542	25,608,624	10,964,975	11,217,253	10,906,110
Use of Money & Property	0	0	0	328,981	251,469	0	0	0	0
Other Revenue	18,857	18,877	0	241,738	272,723	0	64,287	144,405	0
Total	5,823,076	5,028,610	6,312,755	26,680,587	26,694,734	25,608,624	11,029,262	11,361,658	10,906,110
Expenditures									
Public Safety	0	0	0	0	0	0	205,000	387,634	20,000
Public Works	0	0	0	0	0	0	106,183	2,920,752	2,500,000
Planning/Community Dev.	5,587,816	5,592,801	6,312,755	25,266,785	28,784,686	27,339,160	9,438,803	9,106,427	7,802,673
Culture and Recreation	0	0	0	0	0	0	1,114,863	490,154	583,437
Total	5,587,816	5,592,801	6,312,755	25,266,785	28,784,686	27,339,160	10,864,849	12,904,967	10,906,110
Net Increase (Decrease) in Fund Balance	235,260	(564,191)	0	1,413,802	(2,089,952)	(1,730,536)	164,413	(1,543,309)	0
Beginning Fund Balance, July 1	(343,129)	(107,869)	(672,060)	5,574,735	6,988,537	4,898,585	(217,730)	(53,317)	(1,596,626)
Ending Fund Balance, June 30	(107,869)	(672,060)	(672,060)	6,988,537	4,898,585	3,168,049	(53,317)	(1,596,626)	(1,596,626)
	REDEVELOPMENT AGENCY FUNDS								
	PROJECT AREAS			LOW & MODERATE INCOME HOUSING			DEBT SERVICE		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources									
Property Taxes	0	0	0	0	0	0	49,015,364	53,922,984	57,549,235
Use of Money & Property	1,384,875	925,489	337,200	1,466,424	2,551,154	3,161,375	1,302,448	784,756	175,000
Other Revenue	116,754	487,673	1,650,000	1,312,175	26,624	0	0	0	0
Transfers In	7,062,048	14,875,131	15,336,680	12,880,300	14,184,916	15,100,105	14,872,945	1,182,740	1,181,800
Total	8,563,677	16,288,293	17,323,880	15,658,899	16,762,694	18,261,480	65,190,757	55,890,480	58,906,035
Expenditures									
Planning/Community Dev.	7,410,530	6,409,775	16,923,880	11,545,461	14,326,606	18,261,480	8,993,286	9,862,578	11,004,085
Debt Service:									
Principal	3,639	0	1,490,420	0	0	0	5,590,000	5,910,000	7,770,000
Interest	7,005	0	59,580	0	0	0	8,952,345	7,794,254	8,739,845
Transfers Out	367,125	0	0	0	0	0	39,462,028	32,889,687	36,275,525
Total	7,788,299	6,409,775	18,473,880	11,545,461	14,326,606	18,261,480	62,997,659	56,456,519	63,789,455
Net Increase (Decrease) in Fund Balance	775,378	9,878,518	(1,150,000)	4,113,438	2,436,088	0	2,193,098	(566,039)	(4,883,420)
Beginning Fund Balance, July 1	19,309,462	20,084,840	29,963,358	49,687,556	53,800,994	56,237,082	15,194,770	17,387,868	16,821,829
Ending Fund Balance, June 30	20,084,840	29,963,358	28,813,358	53,800,994	56,237,082	56,237,082	17,387,868	16,821,829	11,938,409

COMMUNITY DEVELOPMENT AGENCY

The Community Development Agency consists of the following divisions: Administrative Services, Downtown Development/Redevelopment, Economic Development, and Housing & Neighborhoods.

RELATIONSHIP BETWEEN CDA BUDGET AND TOTAL CITY BUDGET

The Community Development Agency (CDA) budget has its own set of revenue and expenditure accounts. Like other City funds, CDA’s budget is a component of the larger total City budget shown in Section 1. Unlike other

funds, this budget is actually a complex grouping of various types of funds from federal, state, county, local and other sources.

COMMUNITY DEVELOPMENT AGENCY BEGINNING & ENDING FUND BALANCE

Table 4-1 illustrates the Beginning & Ending Fund Balances for both the Community Development and Redevelopment Agency Funds. At this point, CDA Grant and Low-Mod income housing related funds are projecting a balance budget, nevertheless, changes in fund balance will occur.

(Continued on page 2)

Redevelopment project area fund balance is projected to decrease by 4% as a result of increasing project activity. Debt Service fund balance is anticipated to decrease by 29% resulting from higher payments to JMB/Santa Ana Venture, Phillips Hutton and other obligations. Housing Authority is projecting a 35% decrease in fund balance as a result of carry over projects and slightly lower funding for assisted housing programs.

■ STATUS OF THE FY 2008-2009 COMMUNITY DEVELOPMENT AGENCY BUDGET

In the 2008-2009 fiscal year, the principal effort of the Community Development Agency will be focused upon the expansion and improvement of the City’s business, industrial, and residential stock to the extent resources are available to effectuate this effort. The proposed budget reflects the Agency’s commitment to neighborhood improvements with \$9,282,905 dedicated to residential improvements via loans and grants. The Agency continues to encourage and facilitate the enhancement of underutilized substandard areas of the City and to support neighborhood associations to ensure the long-term commitment, investment, and stabilization of neighborhoods.

The Community Development Agency annual budget reflects a number of revenue sources including \$62,432,655 in tax increment revenue and \$ 29,476,015 in federal Housing Voucher Program funding.

Of the Agency’s proposed expenditures for FY08-09, 27.2 percent is dedicated toward existing debt service and outstanding obligations; 19.8 percent for the administration of Agency operations; 22.9 percent for the HUD Voucher Program; 1.9 percent for payments to subagents and other contractors; 13.2percent to the implementation of capital projects; and 10 percent to commercial and residential loans and rebates. While limited tax increment revenues have impacted the number of capital projects funded, infrastructure-related improvements throughout the project areas continue to be emphasized as revenues permit.

The 2008-2009 budget will continue to provide the resources to assist the City in achieving its goals. The Community Development Agency’s accomplishments during FY2007-2008 and major objectives for FY2008-2009 are highlighted as follows:

FY 2007-2008 ACCOMPLISHMENTS

- Certified a comprehensive one-stop career center for Santa Ana
- Applied for and were awarded a new 15-year Enterprise Zone (EZ) designation.
- Applied for and received \$600,000 in Cal-Home funds.
- Continued to facilitate expansion and enhancement of Auto Mall.

- Partnered with the Planning & Building Agency to develop the Housing Element.
- Expanded Youth Employment Program opportunities.
- Implemented Homeowner Association training targeted to troubled associations.
- Successfully opened Housing Choice Voucher waitlist.
- Applied for Prop. 1C funds for infrastructure grant for Santa Ana Blvd.

FY 2008-2009 MAJOR OBJECTIVES

- Continue to facilitate the expansion and enhancement of the Auto Mall.
- Assist the County in its efforts to assess and realize reuse potential of certain County owned properties.
- Analyze the feasibility of development opportunities at the Depot.
- Facilitate the expansion of MainPlace.
- Evaluate opportunities to PE right of way and Willowick Golf Course.
- Develop citywide Economic Development Strategic Plan.
- Create a comprehensive sustainability strategy for the Santa Ana Empowerment Corporation (SAEC) that enables continued operation beyond the 2009 Federal Empowerment Zone designation.
- Initiate the development of Agency-owned properties on Santa Ana Boulevard.
- Assist in the revitalization strategy of the Townsend and Raitt Neighborhood Area.



COMMUNITY DEVELOPMENT AGENCY SUMMARY

Table 4-2

	Actual FY 06-07	Projected FY 07-08	Adopted FY 08-09	as % of FY 08-09 Total	Increase (Decrease) Over Prior Year 07-08 to 08-09	
					in \$	in %
REVENUES						
<i>Tax Increment</i>						
Merged Project Areas	48,732,964	53,922,984	62,432,655	42.7%	8,509,671	15.8%
Subtotal	48,732,964	53,922,984	62,432,655	42.7%	8,509,671	15.8%
<i>Grant Proceeds</i>						
HUD Section 8 Vouchers	26,680,587	26,694,734	29,476,015	20.2%	2,781,281	10.4%
Welfare to Work/Workforce Investment Act	3,184,014	3,094,883	4,281,875	2.9%	1,186,992	38.4%
Federal Empowerment Zone	1,705,268	1,348,160	1,367,910	0.9%	19,750	1.5%
Housing Opportunities for Persons with AIDS	1,147,142	1,590,721	1,428,000	1.0%	(162,721)	-10.2%
Home Program	2,755,833	3,589,158	2,490,135	1.7%	(1,099,023)	-30.6%
Orange County Grants	203,172	563,373	662,970	0.5%	99,597	17.7%
Department of Labor Youth Grant	416,014	22,193	0	0.0%	(22,193)	-100.0%
Community Development Block Grant (CDBG)	7,126,267	6,181,779	2,175,000	1.5%	(4,006,779)	-64.8%
Subtotal	43,218,297	43,085,001	41,881,905	28.6%	(1,203,096)	-2.8%
<i>Fees & Interest Earnings</i>						
Interest, Loan Repay, Fees, Investment Income	4,320,659	2,582,967	2,115,990	1.4%	(466,977)	-18.1%
Other Revenues	1,352,144	2,162,425	4,393,430	3.0%	2,231,005	103.2%
	5,672,803	4,745,392	6,509,420	4.5%	1,764,028	37.2%
<i>Other Funding Sources</i>						
Transfer In	25,504,017	29,408,790	31,618,585	21.6%	2,209,795	7.5%
Parking Meter/Downtown Parking Facilities	4,193,185	4,945,108	2,982,000	2.0%	(1,963,108)	-39.7%
The Depot (Regional Transportation Center)	736,474	877,769	816,180	0.6%	(61,589)	-7.0%
Subtotal	30,433,676	35,231,667	35,416,765	24.2%	185,098	0.5%
TOTAL REVENUES	128,057,740	136,985,044	146,240,745		9,255,701	6.8%
EXPENDITURES						
Administrative Services	5,478,188	5,286,524	7,127,935	4.5%	1,841,411	33.6%
Downtown/Redevelopment	992,375	961,082	1,789,840	1.1%	828,758	83.5%
Economic Development	4,852,063	5,345,071	7,088,645	4.5%	1,743,574	35.9%
Housing Division	4,643,193	5,063,517	6,948,650	4.4%	1,885,133	40.6%
Non-Divisional	156,806	0	0	0.0%	0	N/A
Capital Projects	4,082,574	10,738,218	15,246,650	9.6%	4,508,432	110.4%
Debt Service & Obligations	25,590,970	27,229,816	31,505,695	19.8%	4,275,879	16.7%
Loan Repayments	5,830,200	3,829,640	5,838,740	3.7%	2,009,100	34.5%
Loan Programs	9,917,462	6,411,030	11,522,820	7.2%	5,111,790	51.5%
CDBG Operations	6,246,744	7,227,790	7,123,855	4.5%	(103,935)	-1.7%
Section 8 Vouchers & Certificates	21,060,384	24,507,919	26,543,885	16.7%	2,035,966	9.7%
Payments to Subagents & Contractors	1,913,952	2,094,445	2,191,100	1.4%	96,655	5.1%
Transfer Out	21,359,880	32,889,687	36,275,525	22.8%	3,385,838	15.9%
TOTAL EXPENDITURES	112,124,791	131,584,739	159,203,340	100.0%	27,618,601	24.6%
COMMUNITY DEVELOPMENT AGENCY PERSONNEL						
Number of Positions	92.00	90.00	90.00		0	0.0%
as % of Total City Workforce	5.3%	5.1%	5.1%			
Note: Includes Interfund Transfers						

TABLE 4-2 COMMUNITY DEVELOPMENT AGENCY SUMMARY & ANALYSIS

Table 4-2 summarizes the Community Development Agency budget and provides comparative analysis for the three most current fiscal years. Revenues are grouped by funding source (Tax Increment, Grant Funding, Fees and Interest Earnings, Other) and expenditures are grouped by

Division, Capital Project, Debt Service and Obligations and Grant Program.

CDA supports 90 or 5.1% of the city's 1,754 full-time employees. An additional 22 positions are funded solely from grants and raises CDA's total count to 112. Grant positions are accounted for separately due to the uncertainty of future funding (see table 1-13).

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENTAL RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

REVENUE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Tax Increment				
Merged Project Areas	44,611,126	48,732,964	53,922,984	62,432,655
TOTAL TAX INCREMENT	<u>44,611,126</u>	<u>48,732,964</u>	<u>53,922,984</u>	<u>62,432,655</u>
HUD-Section 8 Vouchers	28,141,537	26,680,587	26,694,734	29,476,015
Workforce Investment Act/Workforce Investment Board	3,466,730	3,184,014	3,094,883	4,281,875
Federal Empowerment Zone	2,443,825	1,705,268	1,348,160	1,367,910
Housing Opportunities for Persons with Aids (HOPWA)	1,601,940	1,147,142	1,590,721	1,428,000
Home Program	2,020,002	2,755,833	3,589,158	2,490,135
Parking Meter/Downtown Parking Facilities	3,698,029	4,193,185	4,945,108	2,982,000
Orange County Grants (Special Projects)	711,310	203,172	563,373	662,970
Community Development Block Grant (CDBG)	8,100,574	7,126,267	6,181,779	2,175,000
Fees & Interest Earnings				
Interest, Loan Repayments, IDB Fees, Loan Fees, Proposal Fees, Seminar Fees, Developer Fees, & Interest Income	3,259,244	4,320,659	2,582,967	2,115,990
Other Revenues	6,137,924	1,352,144	2,162,425	4,393,430
TOTAL FEES & INTEREST EARNINGS	<u>9,397,168</u>	<u>5,672,803</u>	<u>4,745,392</u>	<u>6,509,420</u>
Other Funding Sources				
Transfer In	22,340,532	25,504,017	29,408,790	1,181,800
The Depot (Regional Transportation Center)	908,659	736,474	877,769	816,180
Department of Labor Youth Grant	178,075	416,014	22,193	0
TOTAL OTHER FUNDING SOURCES	<u>23,427,266</u>	<u>26,656,505</u>	<u>30,308,752</u>	<u>1,997,980</u>
TOTAL REVENUE	<u><u>127,619,507</u></u>	<u><u>128,057,740</u></u>	<u><u>136,985,044</u></u>	<u><u>115,803,960</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENTAL RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Administration				
ADMINISTRATIVE SERVICES				
Administrative Services/Graphics	2,063,645	1,659,578	1,645,008	2,509,700
CDBG & Technical Services Section	597,660	600,210	383,325	582,245
Parking Meter Operations	1,117,355	1,019,701	1,146,688	1,373,040
Parking Facilities Management	979,910	1,022,462	942,105	1,020,320
The Depot (Regional Transportation Center)	797,370	881,991	870,953	1,017,630
Downtown Maintenance	275,000	294,246	298,445	625,000
SUBTOTAL	5,830,940	5,478,188	5,286,524	7,127,935
REDEVELOPMENT				
Redevelopment Administration	1,419,800	992,375	961,082	1,789,840
ECONOMIC DEVELOPMENT				
Economic Development Administration	1,231,830	1,679,726	1,869,339	2,866,990
Employment Services	2,479,780	2,516,076	2,542,968	3,059,345
Empowerment Zone	725,000	656,261	932,764	1,162,310
SUBTOTAL	4,436,610	4,852,063	5,345,071	7,088,645
HOUSING DIVISION				
Development Rehabilitation	2,350,685	1,612,047	1,664,862	2,793,710
Assisted Housing	2,511,545	2,425,574	2,597,267	2,929,940
Neighborhood Improvement	1,103,650	605,572	801,388	1,225,000
SUBTOTAL	5,965,880	4,643,193	5,063,517	6,948,650
NON-DIVISIONAL				
Administration	232,105	156,806	0	0
Total Administration	17,885,335	16,122,625	16,656,194	22,955,070
Capital Projects				
Parking Meter Fund				835,000
Depot				30,000
CDBG-NIP				50,000
Merged Redevelopment Project Area	8,778,520	1,662,275	748,983	6,481,650
Residential Rehabilitation	3,403,780	2,420,299	9,989,235	7,850,000
Total Capital Projects	12,182,300	4,082,574	10,738,218	15,246,650

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Debt Service Obligations				
CENTRAL CITY				
Fund 517-1989 TAB Series B **	5,768,780	5,770,565	5,770,550	5,768,000
Fund 518-1989 TAB Series E**	1,754,660	1,759,824	1,761,314	1,763,945
Pacific Symphony	1,000,000	0	0	0
JMB/Santa Ana Venture	0	838,808	894,092	1,307,965
Phillips Hutton Building	368,700	367,125	367,114	1,550,000
SUBTOTAL	8,892,140	8,736,322	8,793,070	10,389,910
INTER-CITY				
Fund 527-1989 TAB Series A**	741,765	742,187	741,162	738,690
SOUTH HARBOR				
Fund 547-1989 TAB Series C**	1,260,605	1,262,075	1,261,006	1,262,220
SOUTH MAIN				
Fund 552-2003 TAB Series A**	1,282,450	1,280,248	1,278,248	1,278,325
Fund 558-1993 TAB Series D**/2003 TAB Series	2,893,475	2,891,603	2,891,975	2,890,700
Parking Lot Leases	40,000	38,962	45,759	40,000
SUBTOTAL	4,215,925	4,210,813	4,215,982	4,209,025
MERGED REDEVELOPMENT PROJECT AREA				
California State University Fullerton Lease	70,000	65,000	60,000	0
Discovery Science Lease	135,000	135,000	135,000	45,000
Sycamore Garage	180,000	180,000	180,000	180,000
FHP Lease	200,000	200,000	0	0
Doubletree Hotel	575,000	638,045	648,986	1,000,000
Payments to Other Agencies	7,104,445	7,466,110	9,862,578	12,404,085
Others	0	20,700	30,063	10,700
SUBTOTAL	8,264,445	8,704,855	10,916,627	13,639,785
PARKING FACILITIES - COP *	1,906,265	1,934,718	1,301,969	1,266,065
Total Debt Service Obligations	25,281,145	25,590,970	27,229,816	31,505,695
* Certificates of Participation (COP)				
** Tax Allocation Bond (TAB)				

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Loan Repayments to the General Fund	3,812,195	5,830,200	3,829,640	5,838,740
Loan Programs				
COMMERCIAL LOANS & REBATES				
Commercial Rebates	150,000	0	0	600,000
RESIDENTIAL LOAN & GRANTS				
Rehabilitation Loans & Grants	3,413,170	8,417,214	4,367,367	9,282,905
Emergency Shelter Grants	293,215	330,864	263,042	297,725
Housing Opportunities for Persons with AIDS	1,678,000	1,169,384	1,780,622	1,342,190
SUBTOTAL	5,384,385	9,917,462	6,411,030	10,922,820
Total Loan Programs and Rebates	5,534,385	9,917,462	6,411,030	11,522,820
CDBG Operations	8,100,574	6,246,744	7,227,790	7,123,855
Section 8 Vouchers & Certificates	24,797,672	21,060,384	24,507,919	26,543,885
Payments to Subagents & Contractors	2,621,350	1,913,952	2,094,445	2,191,100
Transfers Out	16,602,635	21,359,880	32,889,687	36,275,525
TOTAL ALL ACTIVITIES	116,817,591	112,124,791	131,584,739	159,203,340

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENTAL RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
Administrative Services Division					
2491	Deputy City Manager for Dev Services	0.25		0.25	
2865	Asst Director of Community Development	1.00		0.95	
2460	Housing Division Manager	0.10		0.10	
0910	Housing Development Analyst	0.20		0.15	
0150	Senior Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	0.10		0.10	
0520	Housing Programs Coordinator	0.10		0.10	
7000	Loan Specialist	0.20		0.20	
2850	Redevelopment Assistant	0.30		0.30	
2860	Tenant Services Technician	0.20		0.20	
3900	Parking Control Officer	3.00		3.00	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	2.00		2.00	
7160	Parking Meter Technician I	3.00		3.00	
1720	Management Analyst	1.90		1.90	
2400	Graphics Supervisor	1.00		1.00	
2400	Graphics Designer II	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7584	Senior Community Development Analyst	1.00		1.00	
7590	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7010	Accounting Assistant	0.00		0.00	
7360	Senior Office Specialist	1.40		2.00	
0060	Receptionist	1.00		1.00	
	SUBTOTAL	23.75		24.25	
Redevelopment Division					
2491	Deputy City Manager for Dev Services	0.30		0.30	
2690	Redevelopment Manager	0.50		0.50	
0600	Redevelopment Project Manager III	1.50		1.50	
2850	Redevelopment Assistant	0.70		0.70	
2860	Tenant Services Technician	0.80		0.80	
	SUBTOTAL	3.80		3.80	
Economic Development Division					
2491	Deputy City Manager for Dev Services	0.20		0.20	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	3.00		3.00	
0550	Economic Development Specialist II	3.00		3.00	
0560	Economic Development Specialist I	1.00		1.00	
0570	Economic Development Aide	1.00		1.00	
2390	WORK Center Coordinator	1.00		1.00	
8374	Workforce Specialist IV	3.00		3.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	15.00		15.00	
8371	Workforce Specialist I	3.00		3.00	
4270	Employment Services Fiscal Specialist	1.00		1.00	
7270	Secretary	2.00		2.00	
7330	Senior Office Assistant	3.00		3.00	
7360	Senior Office Specialist	0.60		0.00	
0060	Receptionist	2.00		2.00	
1720	Management Analyst	0.10		0.10	
	SUBTOTAL	42.90		42.30	

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENTAL RESOURCE SUMMARY**

COMMUNITY DEVELOPMENT AGENCY

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
Housing Division					
2491	Deputy City Manager for Dev Services	0.25		0.25	
2865	Asst Director of Community Development	0.00		0.05	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.90		0.90	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager III	0.50		0.50	
7610	Community Development District Manager	3.00		3.00	
2720	Housing Authority Operations Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0910	Housing Development Analyst	0.80		0.85	
1840	Housing Programs Analyst	0.90		0.90	
2700	Senior Residential Construction Specialist	1.00		1.00	
1860	Senior Housing Specialist	2.00		2.00	
2710	Residential Construction Specialist	2.00		2.00	
1900	Housing Specialist II	9.00		9.00	
1890	Housing Specialist I	2.00		2.00	
7000	Loan Specialist	0.80		0.80	
2760	Property Rehabilitation Assistant	1.00		1.00	
7580	Housing Programs Aide	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	7.00		7.00	
1640	Senior Receptionist	1.00		1.00	
1880	Housing Authority Aide	1.00		1.00	
1885	Housing Authority Analyst	1.00		1.00	
2690	Redevelopment Manager	0.50		0.50	
	SUBTOTAL	<u>41.55</u>		<u>41.65</u>	
	TOTAL PERSONNEL	<u>112.00</u>		<u>112.00</u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Administration				
570-935 Administrative Services/Graphics	<u>1,691,546</u>	<u>1,659,579</u>	<u>2,318,010</u>	<u>2,509,700</u>
SUBTOTAL	1,691,546	1,659,579	2,318,010	2,509,700
Operating - Activity 939/941/951				
62xx Contractual	926,801	2,104,066	1,131,700	1,281,700
67xx Debt Service	14,740,912	10,998,556	15,338,975	18,053,845
6800 Interfund Transfers-Less Hsng Set-Aside Fund	4,626,585	5,028,104	28,164,670	28,863,560
6800-50x Interfund Trans-To Hsng Set-Aside Fund	11,858,433	12,880,301	13,527,175	15,100,105
6900-11 Misc-Loan Payment to General Fund	9,992,195	7,864,144	3,829,640	5,838,740
6934 Misc-Payments to Other Agencies	4,954,887	8,785,674	7,401,615	12,404,085
6937 Misc-Payment to SAUSD	952,211	0	0	0
69xx Misc-other	<u>11,075</u>	<u>367,125</u>	<u>0</u>	<u>0</u>
SUBTOTAL	48,063,099	48,027,970	69,393,775	81,542,035
Community Dev Block Grant/Emergency Shelter Grant				
135-146 CDBG Administration	268,779	296,750	670,000	575,000
135-149 CDBG Projects	7,202,839	6,277,048	5,958,175	5,793,885
135-152 ESG Administration & Projects	<u>309,647</u>	<u>330,864</u>	<u>306,505</u>	<u>304,970</u>
SUBTOTAL OPERATING	7,781,265	6,904,662	6,934,680	6,673,855
Parking Meter & Downtown Parking Facilities				
27-013 Operations	1,381,440	1,324,950	1,471,235	1,453,040
27-014 Facilities Management	976,348	1,022,463	986,280	1,775,320
27-015 COP Debt Service	<u>591,614</u>	<u>551,202</u>	<u>1,321,565</u>	<u>1,266,065</u>
SUBTOTAL	2,949,402	2,898,615	3,779,080	4,494,425
The Depot (Regional Transportation Center)				
67-615 Operations	<u>1,341,789</u>	<u>1,302,952</u>	<u>919,920</u>	<u>1,047,630</u>
SUBTOTAL	1,341,789	1,302,952	919,920	1,047,630
Downtown Maintenance				
407-933 Downtown Maintenance-Redevelopment	<u>571,881</u>	<u>294,246</u>	<u>550,000</u>	<u>625,000</u>
SUBTOTAL	571,881	294,246	550,000	625,000
TOTAL	<u><u>62,398,982</u></u>	<u><u>61,088,024</u></u>	<u><u>83,895,465</u></u>	<u><u>96,892,645</u></u>

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Administrative Services Division

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.25		0.25	
2865	Asst Director of Community Development	1.00		0.95	
2460	Housing Division Manager	0.10		0.10	
0910	Housing Development Analyst	0.20		0.15	
0150	Senior Management Analyst	1.00		1.00	
1840	Housing Programs Analyst	0.10		0.10	
0520	Housing Programs Coordinator	0.10		0.10	
7000	Loan Specialist	0.20		0.20	
2850	Redevelopment Assistant	0.30		0.30	
2860	Tenant Services Technician	0.20		0.20	
3900	Parking Control Officer	3.00		3.00	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	2.00		2.00	
7160	Parking Meter Technician I	3.00		3.00	
1720	Management Analyst	1.90		1.90	
2400	Graphics Supervisor	1.00		1.00	
2400	Graphics Designer II	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7584	Senior Community Development Analyst	1.00		1.00	
7590	Executive Secretary	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	1.00		1.00	
7360	Senior Office Specialist	1.40		2.00	
0060	Receptionist	1.00		1.00	
	TOTAL	<u>23.75</u>		<u>24.25</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES

Various

PROGRAM

Various Accounts

Statement of Purpose

To provide professional, reliable services and products in a courteous, resourceful and responsive manner which meet or exceed customer expectations.

To provide these services, the operations of the Administrative Services Division is divided into six sections: Administrative Services, Graphics, CDBG and ESG Administration, Downtown Parking Facilities, Parking Meter and the Depot of Santa Ana. Additionally, these activities provide for the expenditure of funds to repay debt, to make payments to the other taxing agencies, and to transfer funds to the housing set-aside fund.

SERVICE PROGRAM

ADMINISTRATIVE SERVICES

The Administrative Services Division manages and directs the Agency's efforts in providing responsive financial, budgetary, administrative, clerical, and graphics services. This activity includes the managing and directing of all the Agency's financial activities as well as the support services operations. Additionally, this division processes debt service payments to investors, pass-throughs to taxing agencies and the housing funds, and transfers of funds to repay Agency debt to the City.

GRAPHICS

To provide high-quality graphics services to the City's agencies with focus on timeliness, conceptual direction, and efficiency.

COMMUNITY DEVELOPMENT BLOCK GRANT/EMERGENCY SHELTER GRANT

The Housing and Community Development Act of 1974 provides funds to cities and counties to develop urban communities, decent housing, suitable living environments, and expanded economic opportunities, primarily for the benefit of low and moderate-income people. This federal program gives priority to activities which benefit low and moderate-income individuals with an emphasis on residential areas. Community Development Block Grant projects are carried out by several operating departments within the City and by subrecipients. Public Hearings are held each winter to plan projects for the next fiscal year. The projects chosen are recommended by citizens, commissioners, and staff. They are submitted to the City Council in March and to the U.S. Department of Housing & Urban Development (HUD) for final approval by May of each year.

The City receives Emergency Shelter Grant (ESG) funds under the 1987 Steward B. McKinney Homeless Assistance Act. Staff requests and reviews applications for funding from qualified, nonprofit homeless service providers serving Santa Ana's homeless population, for renovations, rehabilitation, or conversion of buildings to be used as emergency shelters, essential services, homeless prevention, and/or payment of maintenance and operations of homeless shelters.

DOWNTOWN PARKING FACILITIES

Mission: To provide secure, affordable, and available off-street parking to visitors and employees in the downtown area. The parking garages are a joint project between CDA, the City, and the downtown business community.

PARKING METER

Mission: To effectively control the availability, rates, and duration of use of public on-street parking in the downtown area and the Willard Street neighborhood district.

THE DEPOT AT SANTA ANA

Mission: To provide Central Orange County with a safe, secure, well-managed facility containing rail, bus, and taxi services for commuters and long-distance travelers. The center is a business-oriented enterprise which leases to corporate, retail, and public service organizations. The Depot's operations involve the cooperation of transportation services, site security, facility management, landscaping, and lease management.

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		PROGRAM		
Operations		Various Accounts		
Statement of Purpose				
<p><i>To provide professional, reliable services and products in a courteous, resourceful, and responsive manner which meet or exceed customer expectations.</i></p> <p>The Administrative Services Division manages and directs the Agency's efforts, providing responsive financial, budgetary, administrative, clerical, and graphics services. This activity includes the managing and directing of all the Agency's financial activities as well as the support services operations. Additionally, this division processes debt service payments to investors, pass-throughs to taxing agencies and the housing fund, and transfers of funds to repay Agency debt to the City.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Prepared and submitted Implementation Plan mid-review. * Prepared and submitted all reports as required by the California Redevelopment Law & the Housing and Urban Development regulations. * Coordinated and restructured the H drive. * Updated and published the Agency Policies and Procedures Manual on the Agency SharePoint computer software drive. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * To create a new file system for critical files. * To organize and improve Admin Services archiving process. * To complete Phase 2 of laserfiche scanning. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
<p>Service Level Achieve a service level objective, measured on a scale of 1-5, for the following:</p> <ul style="list-style-type: none"> Accuracy of responses to finance/budget related inquiries Providing responsive agenda preparation Assistance with budget preparation and required reporting Assistance in Agency policy matters <p>Effectiveness Percentage of payments processed within 10 days</p> <p>Efficiency Number of objectives completed on schedule Number of processes improved through TQS</p>	5.0	5.0	5.0	5.0
	5.0	5.0	5.0	5.0
	5.0	5.0	5.0	5.0
	5.0	5.0	5.0	5.0
	99%	100%	99%	99%
	6	8	5	4
	1	1	1	1

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES
Graphics

PROGRAM
Account 570-935

Statement of Purpose

To provide high-quality graphics services to the City's agencies with focus on timeliness, conceptual direction, and efficiency.

Accomplishments in FY 06-07 & FY 07-08

- * Achieved quality work as evidenced by comments and e-mails received by clients.
- * Continued to add parcel lines on city maps to assist in accuracy when creating future maps.
- * Continued to organize stock images for increased efficiency in future design projects.

Action Plan for FY 2008-09

- * To take new pictures of city sights for graphics designing projects.
- * To provide high-quality graphics and design services to City staff.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level Achieve a service level objective, measured on a scale of 1-5, for the following:				
Quality of work	4.5	4.5	4.0	4.0
Jobs completed on schedule	4.5	4.5	4.0	4.0
Graphics consultation	4.5	4.5	4.0	4.0
Effectiveness				
Customer Service overall percentage	4.5	4.5	4.0	4.0
Efficiency				
Number of completed graphic assignments	234	230	220	220

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		FUND 570			
Merged		Activity 935			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	669,806	673,170	750,910	876,360
6131	Salaries & Wages-Temporary	87,764	117,299	186,685	208,160
6141	Salaries & Wages-Overtime	22,785	24,186	20,000	20,000
6151	Retirement Plan	46,450	48,283	68,225	73,615
6161	Medicare Insurance	5,708	6,708	13,595	15,725
6171	Employees Insurance	81,389	72,875	98,040	132,040
6172	Retiree Health Insurance	2,005	4,065	7,190	12,270
6181	Compensation Insurance	8,483	8,228	12,295	14,620
6191	Other Personnel Services	59,004	46,154	176,205	181,155
6192	Audit Fees	0	0	0	20,000
	SUBTOTAL PERSONNEL	983,394	1,000,968	1,333,145	1,553,945
6211	Communications	23,749	24,612	21,900	20,400
6214	Cell Phone Charges	7,246	1,387	5,000	5,000
6219	Conventions & Conferences	3,398	0	8,000	11,000
6221	Training & Transportation	23,998	18,082	36,655	29,775
6231	Advertising	4,185	5,057	10,000	10,000
6251	Other Agency Services	22,071	25,321	38,200	23,220
6271	M&R Improvements	13,920	0	0	0
6281	M&R Machinery & Equipment	681	476	3,000	2,000
6291	Other Contractual Services	140,121	129,502	316,940	267,495
	SUBTOTAL CONTRACTUAL	239,369	204,437	439,695	368,890
6391	Operating Materials & Supplies	43,142	36,664	68,665	63,585
	SUBTOTAL COMMODITIES	43,142	36,664	68,665	63,585
6511	Equipment Rental	2,475	11,695	9,245	9,570
6521	Insurance (Risk Management)	139,100	147,450	156,350	156,295
6534	Information Service Charges	6,085	6,085	6,330	6,330
6537	IS Strategic Plan	112,995	107,915	107,915	107,915
6571	Building Rental	29,205	31,735	33,310	35,635
6590	Indirect Costs	118,614	110,359	129,295	178,835
	SUBTOTAL FIXED CHARGES	408,474	415,239	442,445	494,580
6641	Machinery & Equipment	15,103	0	27,860	25,200
6651	Books, Records, & Videos	0	0	2,000	0
6661	Computer Software	1,089	0	4,200	3,500
6661-1	Computer Software Exp	975	2,271	0	0
	SUBTOTAL CAPITAL	17,167	2,271	34,060	28,700
	TOTAL	1,691,546	1,659,579	2,318,010	2,509,700

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2865	Asst. Dir of Community Development	0.40		0.60	
0150	Senior Management Analyst	0.80		0.80	
1720	Management Analyst	0.75		0.75	
2850	Redevelopment Assistant	0.25		0.25	
2860	Tenant Services Technician	0.20		0.20	
7280	Senior Accounting Assistant	0.67		0.67	
2399	Graphics Supervisor	1.00		1.00	
2400	Graphics Designer II	1.00		1.00	
7390	Executive Secretary	1.00		1.00	
7584	Sr. Community Development Analyst	0.40		0.40	
7270	Secretary	0.70		0.70	
7330	Senior Office Assistant	0.80		0.80	
7010	Accounting Assistant	0.00		0.00	
7360	Senior Office Specialist	1.00		1.50	
0060	Receptionist	1.00		1.00	
	TOTAL	10.12		10.82	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES				FUND 511	
Central City (Debt)				Activity 939	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	63,809	0	0	0
	SUBTOTAL CONTRACTUAL	63,809	0	0	0
6792	Interest - Santa Ana Venture	558,166	0	0	0
	SUBTOTAL DEBT SERVICE	558,166	0	0	0
6900-11	Loan Payment to Fd 11	707,700	0	0	0
	SUBTOTAL MISCELLANEOUS	707,700	0	0	0
	TOTAL	<u>1,329,675</u>	<u>0</u>	<u>0</u>	<u>0</u>

ADMINISTRATIVE SERVICES				FUND 517	
Central City (Debt)				Activity 939	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6781	Bond Principal	2,000,000	0	2,320,000	2,495,000
6791	Bond Interest	3,768,781	3,615,566	3,450,550	3,273,000
	SUBTOTAL DEBT SERVICE	5,768,781	3,615,566	5,770,550	5,768,000
6800-570	Transfer to Fund 570	662,085	674,660	682,190	679,020
	SUBTOTAL INTERFUND TRANSFERS	662,085	674,660	682,190	679,020
	TOTAL	<u>6,430,866</u>	<u>4,290,226</u>	<u>6,452,740</u>	<u>6,447,020</u>

ADMINISTRATIVE SERVICES				FUND 518	
Central City (Debt)				Activity 939	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6781	Bond Principal	585,000	0	685,000	740,000
6791	Bond Interest	1,169,659	1,124,824	1,076,315	1,023,945
	SUBTOTAL DEBT SERVICE	1,754,659	1,124,824	1,761,315	1,763,945
6800-570	Transfer to Fund 570	197,955	198,335	195,585	193,900
	SUBTOTAL INTERFUND TRANSFERS	197,955	198,335	195,585	193,900
	TOTAL	<u>1,952,614</u>	<u>1,323,159</u>	<u>1,956,900</u>	<u>1,957,845</u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	521
Inter City (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	<u>11,651</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	11,651	0	0	0	
6800-502	Transfer to Fund 502	<u>722,774</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL INTERFUND TRANSFERS	722,774	0	0	0	
6900-11	Loan Payment to Fd 11	732,090	0	0	0	
6934	Payment to Other Agencies	<u>98,229</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL MISCELLANEOUS	830,319	0	0	0	
	TOTAL	<u><u>1,564,744</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

ADMINISTRATIVE SERVICES					FUND	527
Inter City (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	260,000	0	300,000	320,000	
6791	Bond Interest	<u>481,763</u>	<u>462,188</u>	<u>441,165</u>	<u>418,690</u>	
	SUBTOTAL DEBT SERVICE	741,763	462,188	741,165	738,690	
6800-570	Transfer to Fund 570	<u>49,470</u>	<u>69,850</u>	<u>65,325</u>	<u>65,400</u>	
	SUBTOTAL INTERFUND TRANSFERS	49,470	69,850	65,325	65,400	
	TOTAL	<u><u>791,233</u></u>	<u><u>532,038</u></u>	<u><u>806,490</u></u>	<u><u>804,090</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES			FUND		531
North Harbor (TI Debt Service)			Activity		939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	<u>12,142</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	12,142	0	0	0
6800-503	Transfer to Fund 503	<u>745,189</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	745,189	0	0	0
6900-11	Loan Payment to Fd 11	1,413,215	0	0	0
6934	Payment to Other Agencies	<u>184,201</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	1,597,416	0	0	0
	TOTAL	<u><u>2,354,747</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
ADMINISTRATIVE SERVICES			FUND		541
South Harbor (TI Debt Service)			Activity		939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	<u>27,769</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	27,769	0	0	0
6800-504	Transfer to Fund 504	<u>6,011,923</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	6,011,923	0	0	0
6900-11	Loan Payment to Fd 11	1,741,315	0	0	0
6934	Payment to Other Agencies	<u>2,566,776</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	4,308,091	0	0	0
	TOTAL	<u><u>10,347,783</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
ADMINISTRATIVE SERVICES			FUND		547
South Harbor (TI Debt Service)			Activity		939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6781	Bond Principal	445,000	0	515,000	555,000
6791	Bond Interest	<u>815,606</u>	<u>782,075</u>	<u>746,005</u>	<u>707,220</u>
	SUBTOTAL DEBT SERVICE	1,260,606	782,075	1,261,005	1,262,220
6800-570	Transfer to Fund 570	<u>236,675</u>	<u>240,620</u>	<u>239,640</u>	<u>243,480</u>
	SUBTOTAL INTERFUND TRANSFERS	236,675	240,620	239,640	243,480
	TOTAL	<u><u>1,497,281</u></u>	<u><u>1,022,695</u></u>	<u><u>1,500,645</u></u>	<u><u>1,505,700</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	551
South Main (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	97,624	0	0	0	
	SUBTOTAL CONTRACTUAL	97,624	0	0	0	
6800-505	Transfer to Fund 505	3,474,337	0	0	0	
6800-553	Transfer to Fund 553	3,480,400	0	0	0	
	SUBTOTAL INTERFUND TRANSFERS	6,954,737	0	0	0	
6900-11	Loan Payment to Fd 11	4,794,685	0	0	0	
6934	Payment to Other Agencies	1,236,666	0	0	0	
6937	Payment to SAUSD	952,211	0	0	0	
	SUBTOTAL MISCELLANEOUS	6,983,562	0	0	0	
	TOTAL	<u>14,035,923</u>	<u>0</u>	<u>0</u>	<u>0</u>	
ADMINISTRATIVE SERVICES					FUND	552
South Main (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	41,586	2,800	0	0	
6292	Trustee Fees	2,308	4,434	4,500	4,500	
6292-1	Trustee Fees	0	166	0	0	
	SUBTOTAL CONTRACTUAL	43,894	7,400	4,500	4,500	
6781	Bond Principal	480,000	480,000	490,000	500,000	
6791	Bond Interest	799,448	792,848	784,350	773,825	
	SUBTOTAL DEBT SERVICE	1,279,448	1,272,848	1,274,350	1,273,825	
	TOTAL	<u>1,323,342</u>	<u>1,280,248</u>	<u>1,278,850</u>	<u>1,278,325</u>	
ADMINISTRATIVE SERVICES					FUND	558
South Main (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6292	Trustee Fees	2,308	0	1,500	1,500	
	SUBTOTAL CONTRACTUAL	2,308	0	1,500	1,500	
6781	Bond Principal	1,520,000	1,560,000	1,600,000	1,660,000	
6791	Bond Interest	1,370,475	1,331,603	1,288,475	1,229,200	
	SUBTOTAL DEBT SERVICE	2,890,475	2,891,603	2,888,475	2,889,200	
	TOTAL	<u>2,892,783</u>	<u>2,891,603</u>	<u>2,889,975</u>	<u>2,890,700</u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES		FUND 561			
Bristol Corridor (Debt)		Activity 939			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contractual Services	<u>14,291</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	14,291	0	0	0
6800-506	Transfer to Fund 506	<u>904,210</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL INTERFUND TRANSFERS	904,210	0	0	0
6900-11	Loan Payment to Fd 11	603,190	0	0	0
6934	Payment to Other Agencies	<u>869,015</u>	<u>0</u>	<u>0</u>	<u>0</u>
	SUBTOTAL MISCELLANEOUS	1,472,205	0	0	0
	TOTAL	<u><u>2,390,706</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	570
Merged (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	0	3,639	0	0	
6791	Bond Interest	0	7,005	0	0	
6792	Interest - Santa Ana Venture	<u>118,317</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	118,317	10,644	0	0	
6900-400	Transfer to Fund 400	<u>0</u>	<u>367,125</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL MISCELLANEOUS	0	367,125	0	0	
	TOTAL	<u><u>118,317</u></u>	<u><u>377,769</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

ADMINISTRATIVE SERVICES					FUND	571
Merged (Debt)					Activity	939
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291-1	County Adm Fee	<u>0</u>	<u>207,612</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	0	207,612	0	0	
6792	Interest-Santa Ana Venture	<u>0</u>	<u>838,808</u>	<u>775,000</u>	<u>1,307,965</u>	
	SUBTOTAL DEBT SERVICE	0	838,808	775,000	1,307,965	
6800-507	Transfer to Fund 507	0	12,880,301	0	0	
6800-517	Transfer to Fund 517	0	0	5,620,550	5,643,000	
6800-518	Transfer to Fund 518	0	0	1,711,315	1,733,945	
6800-527	Transfer to Fund 527	0	0	740,165	718,690	
6800-547	Transfer to Fund 547	0	0	1,261,005	1,262,220	
6800-552	Transfer to Fund 552	0	0	1,278,850	1,278,325	
6800-553	Transfer to Fund 553	0	3,844,639	4,134,735	6,621,650	
6800-558	Transfer to Fund 558	0	0	2,889,975	2,890,700	
6800-570	Transfer to Fund 570	<u>0</u>	<u>0</u>	<u>9,345,335</u>	<u>7,533,230</u>	
	SUBTOTAL INTERFUND TRANSFERS	0	16,724,940	26,981,930	27,681,760	
6900-11	Loan Payment to Fund 11	0	7,864,144	3,829,640	5,838,740	
6934	Payments to Other Agencies	<u>0</u>	<u>8,785,674</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL MISCELLANEOUS	0	16,649,818	3,829,640	5,838,740	
	TOTAL	<u><u>0</u></u>	<u><u>34,421,178</u></u>	<u><u>31,586,570</u></u>	<u><u>34,828,465</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	510
Central City (Obligations)					Activity	941
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6781	Bond Principal	273,000	0	0	0	
6791	Bond Interest	<u>95,697</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	368,697	0	0	0	
	TOTAL	<u><u>368,697</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

ADMINISTRATIVE SERVICES					FUND	570
Merged (Obligations)					Activity	941
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	0	1,287,032	700,000	1,000,000	
6294	Lease Payments	<u>593,704</u>	<u>563,060</u>	<u>385,700</u>	<u>235,700</u>	
	SUBTOTAL CONTRACTUAL	593,704	1,850,092	1,085,700	1,235,700	
6781	Bond Principal	0	0	295,000	1,490,420	
6782	1 ERAF Payment A	0	0	500,000	0	
6791	Bond Interest	<u>0</u>	<u>0</u>	<u>72,115</u>	<u>59,580</u>	
	SUBTOTAL DEBT SERVICE	0	0	867,115	1,550,000	
6934	Payment to Other Agencies	<u>0</u>	<u>0</u>	<u>850,000</u>	<u>1,400,000</u>	
	SUBTOTAL MISCELLANEOUS	0	0	850,000	1,400,000	
	TOTAL	<u><u>593,704</u></u>	<u><u>1,850,092</u></u>	<u><u>2,802,815</u></u>	<u><u>4,185,700</u></u>	

ADMINISTRATIVE SERVICES					FUND	571
Merged (Obligations)					Activity	941
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6782	1 ERAF Payment	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,500,000</u>	
	SUBTOTAL DEBT SERVICE	0	0	0	1,500,000	
6800-507	Transfer to Fd 507	<u>0</u>	<u>0</u>	<u>13,527,175</u>	<u>15,100,105</u>	
	SUBTOTAL INTERFUND TRANSFERS	0	0	13,527,175	15,100,105	
6934	Payment to Other Agencies	<u>0</u>	<u>0</u>	<u>6,551,615</u>	<u>11,004,085</u>	
	SUBTOTAL MISCELLANEOUS	0	0	6,551,615	11,004,085	
	TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>20,078,790</u></u>	<u><u>27,604,190</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	553
Commercial Corridor					Activity	951
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	<u>59,609</u>	<u>38,962</u>	<u>40,000</u>	<u>40,000</u>	
	SUBTOTAL CONTRACTUAL	59,609	38,962	40,000	40,000	
6906	Commercial Rehab Rebates	<u>11,075</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL MISCELLANEOUS	11,075	0	0	0	
	TOTAL	<u><u>70,684</u></u>	<u><u>38,962</u></u>	<u><u>40,000</u></u>	<u><u>40,000</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES

PROGRAM

Community Development Block Grant (CDBG)/Emergency Shelter Grant (ESG)

135

Statement of Purpose

To maintain Housing and Urban Development's (HUD's) Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) program integrity by ensuring that all federal regulations pertaining to sub-recipient oversight, labor standards, equal employment opportunity, financial recordkeeping, environmental review, citizen participation, and project eligibility are observed within all CDBG/ESG projects.

This sub-division is responsible for coordination and centralized assistance in administering CDBG and ESG funding for the City. It provides liaison with HUD representatives, and prepares the annual funding applications and performance reports. It provides assistance to city departments in the identification and preparation of other grants, which enables the City to carry out projects not supported by the General Fund. The coordination with Redevelopment Agency activities maximizes the use of special funds.

Accomplishments in FY 06-07 & FY 07-08

- * Provided administrative oversight for 47 CDBG social service programs and 13 ESG programs in 07-08.
- * Facilitated the FY 08-09 application and funding process for 73 CDBG social service and 14 ESG proposals.
- * Held a "Program Requirements for Subrecipients" workshop to provide information on HUD regulations and to facilitate the agreement process.
- * Implemented an expanded subrecipient monitoring plan.
- * Prepared all HUD reports and responded to all HUD monitoring letters in a timely manner.
- * Attended HUD-sponsored CDBG and ESG training workshops.

Action Plan for FY 2008-09

- * Continue to improve processes to ensure program compliance and efficient administration for the CDBG and ESG programs.
- * Be proactive in federal changes to the CDBG program.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level Implement a Quality project to use TQS principles to improve one aspect of the CDBG and ESG programs.	1	1	1	1
Effectiveness Amount of CDBG funds disbursed in Fiscal Year.	\$8,095,579	\$6,606,913	\$7,078,730	\$6,818,885
Efficiency Projects funded with CDBG.	60	62	60	63

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES

PROGRAM

Community Development Block Grant/Emergency Shelter Grant

135

Statement of Purpose

The Housing and Community Development Act of 1974 provides funds to cities and counties to develop viable urban communities, decent housing, suitable living environments, and expanded economic opportunities, primarily for the benefit of low and moderate-income people. This federal program gives priority to activities which benefit low and moderate-income individuals with an emphasis on residential areas. Community Development Block Grant projects are carried out by several operating departments within the City and by subagents. Public hearings are held each winter to plan projects for the next fiscal year. The projects chosen are recommended by citizens, commissioners, and staff. They are submitted to the City Council in March, and to the U.S. Department of Housing & Urban Development (HUD) for final approval by May of each year.

The City receives Emergency Shelter Grant (ESG) funds under the 1987 Stewart B. McKinney Homeless Assistance Act. Staff requests and reviews applications for funding from qualified, non-profit homeless service providers serving Santa Ana's homeless population for renovations, rehabilitation or conversion of buildings to be used as emergency shelter, essential services, homeless prevention, and/or payment of maintenance and operations of homeless shelter facilities.

SERVICE PROGRAM

COMMUNITY DEVELOPMENT BLOCK GRANT

**FY 2008-2009
33rd Year Entitlement**

I	CAPITAL IMPROVEMENTS	
	Neighborhood Sponsored Improvements	50,000
	Public Facilities Improvements	
	Street Improvements	2,500,000
	Park Improvements	444,105
II.	CODE ENFORCEMENT	1,699,668
III.	SOCIAL SERVICES	1,022,832
IV.	ADMINISTRATION & PLANNING	
	Program Administration	575,000
	Fair Housing Council of Orange County	69,780
	Neighborhood Improvement Administration	200,000
	General Planning	27,500
V.	HOUSING REHABILITATION	
	Rebuilding Together Orange County	30,000
	Multi-Family Rehab Loans	200,000
	TOTAL	6,818,885

EMERGENCY SHELTER GRANT

	Administration	7,245
	Homeless Services	297,725
	TOTAL	304,970

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	135
Community Development Block Grant-Admin					Activity	146
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	137,439	156,654	318,685	349,170	
6131	Salaries & Wages-Temporary	2,092	74	18,675	20,080	
6141	Salaries & Wages-Overtime	2,462	5,627	10,000	10,000	
6151	Retirement Plan	10,813	13,026	26,325	29,330	
6161	Medicare Insurance	1,593	2,098	4,860	5,355	
6171	Employees Insurance	13,890	18,909	33,260	40,460	
6172	Retiree Health Insurance	2,012	943	3,165	4,890	
6181	Compensation Insurance	3,118	3,261	5,145	5,745	
6191	Other Personnel Services	31,951	38,817	64,845	58,845	
	SUBTOTAL PERSONNEL	205,369	239,407	484,960	523,875	
6211	Communications	260	360	1,000	1,000	
6221	Training & Transportation	2,874	198	2,000	1,000	
6231	Advertising	4,956	13,353	10,000	15,000	
6251	Other Agency Services	1,641	1,495	10,000	0	
6291	Other Contractual Services	32,512	18,203	105,000	0	
	SUBTOTAL CONTRACTUAL	42,242	33,609	128,000	17,000	
6311	Office Supplies	0	72	0	0	
6391	Operating Materials & Supplies	7,322	8,029	35,775	11,185	
	SUBTOTAL COMMODITIES	7,322	8,102	35,775	11,185	
6571	Building Rental	8,500	9,240	9,705	10,385	
6590	Indirect Costs	5,344	6,392	11,560	12,555	
	SUBTOTAL FIXED CHARGES	13,844	15,632	21,265	22,940	
	TOTAL	268,776	296,750	670,000	575,000	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
2491	Deputy CM for Development Services	0.10		0.10		
2865	Assist Dir of Community Development	0.30		0.35		
2460	Housing Division Manager	0.10		0.10		
0910	Housing Development Analyst	0.20		0.15		
0150	Senior Management Analyst	0.20		0.20		
1840	Housing Programs Analyst	0.10		0.10		
7584	Senior Community Dev Analyst	0.20		0.20		
1720	Management Analyst	0.95		1.08		
7280	Senior Accounting Assistant	0.33		0.33		
7270	Secretary	0.30		0.30		
0520	Housing Programs Coordinator	0.10		0.10		
7000	Loan Specialist	0.20		0.20		
7330	Senior Office Assistant	0.20		0.20		
	TOTAL	3.28		3.41		

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	135
Community Development Block Grant-Projects					Activity	149
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	1,314,066	1,702,292	1,361,310	1,399,335	
6131	Salaries & Wages-Temporary	158,272	94,563	97,110	80,490	
6141	Salaries & Wages-Overtime	3,482	16,095	0	0	
6151	Retirement Plan	103,421	113,773	115,025	117,570	
6161	Medicare Insurance	13,529	29,788	21,140	21,465	
6171	Employees Insurance	162,158	175,450	157,370	162,185	
6172	Retiree Health Insurance	9,633	12,311	13,725	19,600	
6181	Compensation Insurance	21,694	21,066	81,500	23,030	
6191	Other Personnel Services	484,571	77,344	0	0	
	SUBTOTAL PERSONNEL	2,270,826	2,242,681	1,847,180	1,823,675	
6251	Other Agency Services	0	96	0	0	
6291	Other Contractual Services	83,737	401,233	100,000	27,500	
	SUBTOTAL CONTRACTUAL	83,737	401,329	100,000	27,500	
6590	Indirect Costs	64,173	59,652	50,320	50,325	
	SUBTOTAL FIXED CHARGES	64,173	59,652	50,320	50,325	
6631	Improvements Other Than Building	1,509,122	839,724	1,993,095	2,944,105	
6641	Machinery & Equipment	700,625	0	784,000	0	
	SUBTOTAL CAPITAL	2,209,747	839,724	2,777,095	2,944,105	
6781	Bond Principal	1,705,000	1,820,000	0	0	
6791	Bond Interest	187,815	64,155	0	0	
	SUBTOTAL DEBT SERVICE	1,892,815	1,884,155	0	0	
6911	Reserve Appropriation	0	(52,797)	0	0	
6931	Payments to Subagents	681,541	902,304	1,183,580	948,280	
	SUBTOTAL MISCELLANEOUS	681,541	849,507	1,183,580	948,280	
	TOTAL	7,202,839	6,277,048	5,958,175	5,793,885	

COMMUNITY DEVELOPMENT AGENCY

ADMINISTRATIVE SERVICES					FUND	135
Emergency Shelter Grant					Activity	152
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,166	7,609	12,330	5,455	
6141	Salaries & Wages-Overtime	18	260	0	670	
6151	Retirement Plan Charges	465	627	1,205	460	
6161	Medicare Insurance	94	124	215	80	
6171	Employees Insurance	364	475	770	265	
6172	Retiree Health Insurance	51	0	145	75	
6181	Compensation Insurance	64	85	155	55	
	SUBTOTAL PERSONNEL	<u>8,222</u>	<u>9,180</u>	<u>14,820</u>	7,060	
6590	Indirect Costs	<u>279</u>	<u>310</u>	<u>505</u>	185	
	SUBTOTAL FIXED CHARGES	279	310	505	185	
6931	Payments to Subagents	<u>301,146</u>	<u>321,374</u>	<u>291,180</u>	297,725	
	SUBTOTAL MISCELLANEOUS	301,146	321,374	291,180	297,725	
	TOTAL	<u><u>309,647</u></u>	<u><u>330,864</u></u>	<u><u>306,505</u></u>	<u><u>304,970</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
1720	Management Analyst	<u>0.20</u>		<u>0.07</u>		
	TOTAL	<u><u>0.20</u></u>		<u><u>0.07</u></u>		

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Redevelopment				
ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Redevelopment				
570-933 (Merged)	1,061,061	992,375	1,317,850	1,789,840
5xx-936 Capital Projects	<u>20,197,089</u>	<u>1,030,023</u>	<u>6,152,640</u>	<u>7,081,650</u>
TOTAL	<u><u>21,258,150</u></u>	<u><u>2,022,398</u></u>	<u><u>7,470,490</u></u>	<u><u>8,871,490</u></u>
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09	
AUTHORIZED PERSONNEL	Full Time		Full Time	
2491 Deputy City Manager for Dev Services	0.30		0.30	
2690 Redevelopment Manager	0.50		0.50	
0600 Redevelopment Project Manager III	1.50		1.50	
2850 Redevelopment Assistant	0.70		0.70	
2860 Tenant Services Technician	<u>0.80</u>		<u>0.80</u>	
TOTAL	<u><u>3.80</u></u>		<u><u>3.80</u></u>	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT

**PROGRAM
Various Accounts**

Statement of Purpose

To strengthen the City's economic base and enhance its image by creatively facilitating redevelopment opportunities and providing comprehensive and quality real estate services.

The Redevelopment unit has optimized communication and efficiency in interagency and community relations.

SERVICE PROGRAM

REDEVELOPMENT

Mission: To initiate, facilitate, and implement redevelopment efforts in order to strengthen the economic base and enhance the image of the city through the active promotion of development opportunities and the creative utilization of resources.

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT	PROGRAM Various			
Statement of Purpose				
<i>To provide economic opportunities to the business and residential communities by fostering physical improvements, generating revenues for community services and actively promoting the image of the City.</i>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Funded six rebates on South Main. * Completed Phase II of the construction of BMW expansion and facilitated Phase III. * Facilitated amendment to SD-60 at Auto Mall. * Facilitated parking lot improvements on Phase III Olson site. * Purchased Chaney lot on South Main. * Constructed additional infrastructure improvements along South Main Corridor. * Completed Auto Mall interior public improvements. * Provided assistance with new ownership interest in Ohmann parcels as needed. * Facilitated deferred maintenance & ADA improvements for Bowers Museum and Kidseum. * Facilitated The Depot capital improvement programs. * Negotiated a License Agreement with Apostolic Church for a parking lot. * Prepared a Business Plan for the Grain Project. * Negotiated Lease Agreement for Omnipoint Communications for Fire Station #5. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Facilitate Phase III of the Olson Live/Work Lofts (Sycamore Street Lofts). * Facilitate use of Redevelopment Database as project management and analytical tool. * Facilitate Phase II construction of Discovery Science Center. * Facilitate potential expansion at MainPlace. * Conduct feasibility study and investigate potential property acquisitions for the South Main Corridor. * Prepare and issue developer RFQ on Santa Ana Blvd. Properties. * Facilitate & enhance development within the Museum District. * Continue to implement the Rebate Program for South Main Street, providing funding for three rebates. * Facilitate Fiesta Marketplace Enhancement Development. * Facilitate Crevier Phases II & III improvements. * Facilitate Honda expansion area improvements & DDA negotiations initiated if applicable. * Facilitate Audi dealership relocation, if applicable. * Facilitate The Depot capital improvement programs. * Implement Phase II of the Downtown Streetscape Project Enhancement. * Assist with marketing and re-use of YMCA property. * Facilitate Latino Health Access park project and reuse of El Faison, Mussleman, Farmers Market and other properties. * Negotiate and implement amendment to DDA for West End Lofts project, as necessary. * Assist with the development of a South Main Corridor banner program. * Facilitate a new rebate program for the downtown and fund two rebates. * Facilitate Phase III of the Santiago Lofts. * Investigate potential property acquisition opportunities on South Main. * Continue to facilitate deferred maintenance for Bowers Museum. * Facilitate deferred maintenance for the Grand Central Building. * Continue to facilitate deferred maintenance for the RTC. * Facilitate dealership transfer and improvements for Audi at Auto Mall. * Facilitate relocation of the Grain Project. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
New sites marketed (Agency-Initiated)	4	4	5	3
RFQs/RFPs issued	1	1	2	2
Agreements approved	7	10	5	7
Effectiveness				
Percentage of objectives completed on schedule	90%	90%	90%	90%
Efficiency				
No. of projects administered	46	48	57	45

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT					FUND	570
Merged					Activity	933
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	361,260	339,761	403,920	435,210	
6131	Salaries & Wages-Temporary	93,559	100,681	154,670	219,560	
6141	Salaries & Wages-Overtime	10,447	4,481	10,000	0	
6151	Retirement Plan	28,211	29,124	41,015	36,560	
6161	Medicare Insurance	2,717	3,183	8,100	9,495	
6171	Employees Insurance	31,170	34,052	48,570	48,845	
6172	Retiree Health Insurance	5,540	3,356	3,955	6,095	
6181	Compensation Insurance	6,971	8,266	8,585	9,755	
6191	Other Personnel Services	74,400	78,120	82,025	86,375	
	SUBTOTAL PERSONNEL	614,275	601,024	760,840	851,895	
6211	Communications	11,982	12,201	7,970	12,000	
6221	Training & Transportation	10,969	12,175	20,930	32,085	
6231	Advertising	654	1,498	1,000	5,000	
6251	Other Agency Services	32	0	0	15,000	
6291	Other Contractual Services	47,761	104,983	234,315	529,590	
6294	Lease Payments	107,799	0	0	0	
	SUBTOTAL CONTRACTUAL	179,197	130,857	264,215	593,675	
6391	Operating Materials & Supplies	11,074	5,444	5,000	18,465	
	SUBTOTAL COMMODITIES	11,074	5,444	5,000	18,465	
6521	Insurance (Risk Management)	58,240	61,735	65,440	65,440	
6537	IS Strategic Plan	107,915	107,915	107,915	107,915	
6571	Building Rental	19,640	21,340	22,410	23,980	
6590	Indirect Costs	70,720	64,060	77,030	107,970	
	SUBTOTAL FIXED CHARGES	256,515	255,050	272,795	305,305	
6641	Machinery & Equipment	0	0	15,000	20,500	
	SUBTOTAL CAPITAL	0	0	15,000	20,500	
	TOTAL	1,061,061	992,375	1,317,850	1,789,840	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
2491	Deputy City Manager for Dev Services	0.30		0.30		
2690	Redevelopment Manager	0.50		0.50		
0600	Redevelopment Project Manager III	1.50		1.50		
2860	Tenant Services Technician	0.80		0.80		
2850	Redevelopment Assistant	0.70		0.70		
	TOTAL	3.80		3.80		

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT					FUND	552
South Main (Projects)					Activity	936
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	<u>317,999</u>	<u>210,945</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	317,999	210,945	0	0	
6611	Land	6,015,394	0	0	0	
6615	Relocation Expense	1,608	0	0	0	
6631	Improvements Other than Building	<u>10,746,938</u>	<u>774,648</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	16,763,940	774,648	0	0	
	TOTAL	<u><u>17,081,939</u></u>	<u><u>985,593</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

REDEVELOPMENT					FUND	553
South Main (Projects)					Activity	936
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6191	Other Personnel Services	<u>28,684</u>	<u>24,750</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	28,684	24,750	0	0	
6291	Other Contractual Services	<u>0</u>	<u>143</u>	<u>30,000</u>	<u>30,000</u>	
	SUBTOTAL CONTRACTUAL	0	143	30,000	30,000	
6611	Land	0	0	1,950,000	3,950,000	
6631	Improvements Other Than Buildings	<u>383,706</u>	<u>334,313</u>	<u>1,614,735</u>	<u>2,101,650</u>	
	SUBTOTAL CAPITAL	383,706	334,313	3,564,735	6,051,650	
6906	Commercial Rehab Rebates	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>500,000</u>	
	SUBTOTAL MISCELLANEOUS	0	0	500,000	500,000	
	TOTAL	<u><u>412,390</u></u>	<u><u>359,206</u></u>	<u><u>4,094,735</u></u>	<u><u>6,581,650</u></u>	

COMMUNITY DEVELOPMENT AGENCY

REDEVELOPMENT					FUND	570
Merged (Projects)					Activity	936
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	126	0	0	
6151	Retirement Plan	0	10	0	0	
6161	Medicare Insurance	0	2	0	0	
6171	Employees Insurance	0	12	0	0	
6181	Compensation Insurance	0	1	0	0	
6191	Other Personnel Services	78,892	71,087	0	0	
	SUBTOTAL PERSONNEL	78,892	71,238	0	0	
6291	Other Contractual Services	56,275	21,196	10,000	0	
	SUBTOTAL CONTRACTUAL	56,275	21,196	10,000	0	
6611	Land	0	0	747,905	100,000	
6621	Building Improvements	250	2,800	641,000	300,000	
6631	Improvements Other Than Buildings	7,024	(410,010)	159,000	0	
	SUBTOTAL CAPITAL	7,274	(407,210)	1,547,905	400,000	
6900-11	Loan Payment to Fund 11	200,000	0	0	0	
6906	Commercial Rehab Rebates	0	0	500,000	100,000	
6907	Loss on Sale of Land	2,360,319	0	0	0	
	SUBTOTAL MISCELLANEOUS	2,560,319	0	500,000	100,000	
	TOTAL	<u>2,702,760</u>	<u>(314,776)</u>	<u>2,057,905</u>	<u>500,000</u>	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Economic Development Division

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Development Administration	1,187,601	1,679,726	2,873,010	2,866,990
Weed & Seed	272,599	25,164	0	0
Empowerment Zone Program				
Operations	503,787	539,110	725,000	725,000
Payments to Subagents	(95)	0	0	0
W/O/R/K Center				
Carryforward	0	0	0	738,945
Operations	2,741,663	3,069,735	3,249,735	3,438,130
Payments to Subagents	<u>1,459,847</u>	<u>1,100,124</u>	<u>2,321,310</u>	<u>1,410,680</u>
TOTAL	<u><u>6,165,402</u></u>	<u><u>6,413,859</u></u>	<u><u>9,169,055</u></u>	<u><u>9,179,745</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.20		0.20	
2690	Economic Development Manager	1.00		1.00	
0350	Economic Development Specialist III	3.00		3.00	
0550	Economic Development Specialist II	3.00		3.00	
0560	Economic Development Specialist I	1.00		1.00	
0570	Economic Development Aide	1.00		1.00	
2390	WORK Center Coordinator	1.00		1.00	
8374	Workforce Specialist IV	3.00		3.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	15.00		15.00	
8371	Workforce Specialist I	3.00		3.00	
4270	Employment Services Fiscal Specialis	1.00		1.00	
7270	Secretary	2.00		2.00	
7330	Senior Office Assistant	3.00		3.00	
7360	Senior Office Specialist	0.60		0.00	
0060	Receptionist	2.00		2.00	
1720	Management Analyst	0.10		0.10	
	TOTAL	<u><u>42.90</u></u>		<u><u>42.30</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT

PROGRAM Various Accounts

Statement of Purpose

To provide high-quality programs and services to the business and development communities which will serve to encourage economic growth, employment growth, and real estate investment within Santa Ana.

To accomplish these goals, the Division has three sections, each performing one facet of this program. The mission statements for these sections are:

SERVICE PROGRAM

BUSINESS OUTREACH

To retain and attract businesses, jobs, and investment to Santa Ana by providing timely information and assistance to businesses, through services and programs that foster business development.

WORKFORCE DEVELOPMENT

To provide employment and training programs for adults and youths resulting in the placement of these individuals in unsubsidized employment through effective utilization of available financial resources.

EMPOWERMENT ZONE

To enhance the quality of life of residents by utilizing and leveraging Empowerment Zone resources.

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT	PROGRAM			
Business Outreach	550/570-932			
Statement of Purpose				
<p><i>To retain and attract businesses, jobs, and investment in Santa Ana by providing timely information and assistance to businesses, through various services and programs that foster business development.</i></p> <p>Efforts focus on fostering a positive image of the City among professionals influencing site selection decisions and communicating the availability of incentive programs designed to aid businesses. Extensive competition and the need for a strong and diverse business base make it imperative that the Agency continues to conduct a pro-active business retention & attraction program & offer customized incentive packages</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Completed and submitted a 478 page successful application to the State of California for a new 15-year Enterprise Zone designation * Awarded new designation in January 2008. * Business Retention Strategy-Developed new business retention strategy that identified potential companies at risk of relocating or laying off employees in the future. Staff surveyed over 1,000 businesses and set up over 150 business retention site visits * Worked with over 250 companies in the past year to find a site in the City of Santa Ana. 42 of those companies are currently doing business in the city. * Completed new business portal that assists businesses in locating City services. Partnered with loopnet.com to allow users the ability to search for available properties for lease and sale in the city * Completed development of an interactive Business Attraction CD-Rom that helps our City's attraction and retention efforts. CD-Rom gives detailed information on all economic development programs and services * Attended International Council of Shopping Centers trade show with newly designed Santa Ana trade show booth. As a representative for the City, staff met with various developers, brokers and potential new businesses interested in locating to Santa Ana. Several new retail projects are currently in development due to our successful meetings * Updated all marketing materials describing various Economic Development programs available to businesses * Completed Citywide marketing video (also available on CD-Rom) * Over 100 businesses attended the annual Enterprise Zone Workshop held in October 2006 * Since its inception on June 8, 1993, over 25,000 tax credit vouchers have been issued to EZ businesses for hiring disadvantaged workers * The program has issued over 1,519 Enterprise Zone Hiring Credit Vouchers to Santa Ana companies between July 2007 through January 2008. Each voucher represents a potential of \$35,000 or more in State Tax Credits for the employers * Assisted in the coordination and submission of a Foreign Trade Zone expansion application for G&K Automotive Conversation * Continued to target top sales tax producers for retention visits and monthly monitored the largest businesses in the city for any change that would cause them to relocate out of the city. Retention visits included: Harvey's, Crevier BMW, Tom's Trucks, and Powerwave * Created a comprehensive economic and demographic database for city residents, businesses, as well as City staff 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue business attraction and retention strategy - Enhance and monitor new business attraction and retention strategy that has resulted in surveying and visiting industrial, commercial and retail business in the City; development of an inventory of available properties; identification of trade shows, and conventions to further market the city; and continued development of the citywide business retention team * EZ Vouchering Program - ensure that staff are well-trained and meeting vouchering deadline while maintaining high customer service levels. Ensure that State vouchering regulations are consistent with Santa Ana's vouchering process. Develop new electronic filing system to archive all necessary vouchering data. * Marketing - ensure that all marketing packets, tri-fold brochures, and websites are up-to-date and consistent with our current marketing brand. Gather business and success stories and write updates for monthly Council reports as needed. Host quarterly events and informational seminars for business and brokerage community. Attend trade shows to promote economic development * Develop and promote business incentives to Vietnamese Business Community (Vietnamese Business Forum) * Translate all marketing materials into different languages - Spanish and Vietnamese * Develop Citywide Economic Development Strategic Plan * Complete HCD conditions for final designation of the Enterprise Zone * Increase marketing of Enterprise Zone through the development of a marketing video, addition of Enterprise Zone calculator on website, organizing block parties in industrial areas to market benefits of the EZ design and mail a one-page newsletter on EZ. Create EZ theme flags to be used on the streets within the new EZ area to market benefits of the program 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Levels				
Number of businesses interviewed	240	300	500	500
Number of businesses visited (new measure)	0	40	50	60
Number of workshops/presentations on EZ and other business programs	20	30	50	75
Number of businesses-to-business matchmaking for international trade	10	10	15	20
Effectiveness				
Percentage of EZ applications processed within 10 business days.	75%	90%	90%	90%
Efficiency				
Number of Enterprise Zone inquiries handled	350	350	400	400
Number of EZ vouchers issued.	3,800	4,000	4,400	4,500

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	570
Various					Activity	932
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	477,599	533,966	818,230	808,970	
6131	Salaries & Wages-Temporary	80,363	128,822	111,110	102,060	
6141	Salaries & Wages-Overtime	10,669	2,150	0	2,500	
6151	Retirement Plan	40,355	46,550	67,210	67,955	
6161	Medicare Insurance	7,096	8,702	13,475	13,210	
6171	Employees Insurance	42,864	55,355	102,010	98,070	
6172	Retiree Medical Insurance	4,020	3,435	8,075	11,325	
6181	Compensation Insurance	7,147	9,157	12,860	12,855	
6191	Other Personnel Services	54,313	58,313	58,960	62,080	
	SUBTOTAL PERSONNEL	724,426	846,450	1,191,930	1,179,025	
6211	Communications	8,105	6,673	7,080	6,000	
6214	Cell Phone Charges	0	1,886	0	0	
6221	Training & Transportation	17,422	24,560	40,810	45,550	
6223	Business Promotions	2,075	7,717	222,500	212,500	
6231	Advertising	23,753	45,459	275,545	310,000	
6251	Other Agency Services	12,988	28,761	20,730	19,910	
6281	M&R Machinery & Equipment	681	476	2,000	0	
6291	Other Contractual Services	113,932	389,726	717,600	678,075	
6294	Lease Payments	0	43,324	49,280	45,060	
	SUBTOTAL CONTRACTUAL	178,956	548,582	1,335,545	1,317,095	
6391	Operating Materials & Supplies	28,069	28,577	36,800	36,050	
	SUBTOTAL COMMODITIES	28,069	28,577	36,800	36,050	
6511	Equipment Rental	9,750	6,730	3,735	3,875	
6521	Insurance (Risk Management)	24,220	25,675	27,230	27,240	
6534	Information Services Charges	5,000	5,000	5,200	5,200	
6537	IS Strategic Plan	107,915	102,520	102,520	102,520	
6571	Building Rental	17,000	18,470	19,395	20,755	
6590	Indirect Costs	86,432	96,852	128,155	150,230	
	SUBTOTAL FIXED CHARGES	250,317	255,247	286,235	309,820	
6631	Improvements Other Than Buildings	0	597	0	0	
6641	Machinery & Equipment	5,833	0	22,500	25,000	
6661-1	Computer Software	0	273	0	0	
	SUBTOTAL CAPITAL	5,833	870	22,500	25,000	
	TOTAL OPERATING	1,187,601	1,679,726	2,873,010	2,866,990	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
2491	Deputy CM for Development Svcs	0.15		0.15		
2690	Economic Development Manager	0.85		0.85		
0350	Economic Development Specialist II	2.00		2.00		
0550	Economic Development Specialist II	1.50		1.50		
0560	Economic Development Specialist I	1.00		1.00		
0570	Economic Development Aide	1.00		1.00		
7270	Secretary	2.00		2.00		
7330	Senior Office Assistant	1.00		0.00		
7360	Senior Office Specialist	0.60		0.00		
	TOTAL	10.10		8.50		

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	126
Weeding SAINT Site I					Activity	353
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	5,157	0	0	0	
6131	Salaries & Wages-Temporary	33,073	0	0	0	
6141	Salaries & Wages-Overtime	51,865	11,551	0	0	
6151	Retirement Plan	863	0	0	0	
6161	Medicare Insurance	533	0	0	0	
6171	Employees Insurance	652	0	0	0	
6172	Retiree Health Insurance	3	0	0	0	
6181	Compensation Insurance	456	0	0	0	
	SUBTOTAL PERSONNEL	92,602	11,551	0	0	
6211	Communications	2,158	0	0	0	
6221	Training & Transportation	395	0	0	0	
6291	Other Contractual Services	14,528	0	0	0	
	SUBTOTAL CONTRACTUAL	17,081	0	0	0	
6391	Operating Materials & Supplies	18,760	824	0	0	
	SUBTOTAL COMMODITIES	18,760	824	0	0	
6511	Equipment Rental	9,840	0	0	0	
6590	Indirect Costs	0	1,001	0	0	
	SUBTOTAL FIXED CHARGES	9,840	1,001	0	0	
	TOTAL	138,283	13,376	0	0	

ECONOMIC DEVELOPMENT					FUND	126
Seeding S.P.I.R.I.T. Site II					Activity	354
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	4,847	0	0	0	
6131	Salaries & Wages-Temporary	19,416	0	0	0	
6141	Salaries & Wages-Overtime	38,208	6,599	0	0	
6151	Retirement Plan	779	0	0	0	
6161	Medicare Insurance	339	0	0	0	
6171	Employees Insurance	587	0	0	0	
6172	Employees Medical Retirement	3	0	0	0	
6181	Compensation Insurance	232	0	0	0	
	SUBTOTAL PERSONNEL	64,411	6,599	0	0	
6211	Communications	2,485	569	0	0	
6221	Training & Transportation	4,919	0	0	0	
6291	Other Contractual Services	53,384	2,000	0	0	
	SUBTOTAL CONTRACTUAL	60,788	2,569	0	0	
6391	Operating Materials & Supplies	9,117	1,602	0	0	
	SUBTOTAL COMMODITIES	9,117	1,602	0	0	
6590	Indirect Costs	0	1,018	0	0	
	SUBTOTAL FIXED CHARGES	0	1,018	0	0	
	TOTAL	134,316	11,788	0	0	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		PROGRAM		
Empowerment Zone Program		129-090		
Statement of Purpose				
<p><i>The Federal Empowerment Zone grant funds are awarded by the Santa Ana Empowerment Corporation Board of Directors to provide a range of community development activities directed toward economic development, workforce development, improvement to community facilities and services for the benefit of Empowerment Zone residents and businesses.</i></p>				
Accomplishments in FY 06-07 & FY 07-08				
<p>In January of 1999, the City of Santa Ana was the only city in California awarded an Urban Empowerment Zone designation. Since that time, the Santa Ana Empowerment Zone has provided a variety of services and projects that have reinforced the City's commitment to provide comprehensive business and social services to distressed areas of the community. Some of the accomplishments during the first eight years include allocating Empowerment Zone funds in these following targeted areas:</p>				
Health		\$1,762,167		
Housing		\$423,343		
Workforce Development		\$1,500,840		
Economic Development		\$90,000		
Human Services		\$530,308		
Education		\$965,273		
Infrastructure		\$2,966,404		
Capacity Building		\$1,012,242		
Safety		\$296,634		
Research and Development		\$1,049,775		
Daisy Wheel Project		\$3,315,000		
Working Capital Loan		\$250,000		
Investment Component		\$1,628,564		
<p>The Empowerment Zone coordinates its services through the non-profit Santa Ana Empowerment Corporation that has a governance structure of twenty-three Board of Directors, and five Board Task Forces. A total of \$25,614,633 in Federal Empowerment Zone funds has been received since receiving the designation. In addition, the Santa Ana Empowerment Corporation issued \$27.5 million in Private Activity Bonds and issued over 1,750 federal tax credit affidavits to Santa Ana companies.</p>				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Develop a community capacity building plan targeting residents of the Federal Empowerment Zone. * Promote business sustainability through the increased utilization of the Federal Tax Incentive Program and related services. * Review the investment strategy for the SAEC to produce program income to create program sustainability. * Implement outcomes from the sustainability study approved by the SAEC that will expend FEZ funds through the end of the Empowerment Zone designation. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
Provide Staff support to the Santa Ana Empowerment Corp (SAEC) Board of Directors, and SAEC Task Forces meetings.	47	50	40	30
Monitor and evaluate the first through the sixth year funded programs.	57	57	50	9
Effectiveness				
Empowerment Zone staff to provide reimbursements to service providers within a three week time period.	95%	95%	95%	95%
Efficiency				
Empowerment Zone staff to provide the SAEZ Board with Quarterly Monitoring Reports and the United States Department of Housing and Urban Development with an Annual Report.	5	5	5	5

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 129			
Empowerment Zone Program		Activity 080/090/100			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	298,259	286,946	331,490	401,180
6131	Salaries & Wages-Temporary	18,163	33,906	31,900	17,245
6141	Salaries & Wages-Overtime	2,937	3,425	0	5,000
6151	Retirement Plan	20,501	22,137	27,230	33,700
6161	Medicare Insurance	4,112	4,521	5,270	6,065
6171	Employees Insurance	27,646	35,250	41,775	61,660
6172	Retiree Health Insurance	2,203	2,109	3,315	5,615
6181	Compensation Insurance	3,652	4,380	4,445	5,055
6191	Other Personnel Services	32,956	55,988	65,000	20,000
	SUBTOTAL PERSONNEL	410,429	448,662	510,425	555,520
6211	Communications	6,420	5,999	4,395	4,395
6212	Telephone Moves/Changes	0	0	500	500
6221	Training & Transportation	7,993	5,131	30,680	19,275
6223	Business Promotions	0	0	0	200
6231	Advertising	3,979	3,324	23,420	13,000
6251	Other Agency Services	406	178	60	75
6281	M&R Machinery & Equipment	70	0	500	500
6291	Other Contractual Services	20,717	19,127	94,500	81,000
	SUBTOTAL CONTRACTUAL	39,585	33,759	154,055	118,945
6391	Operating Materials & Supplies	23,648	28,070	27,270	17,545
	SUBTOTAL COMMODITIES	23,648	28,070	27,270	17,545
6521	Insurance	2,690	2,850	2,995	2,995
6537	IS Strategic Plan	5,395	5,395	5,395	5,395
6571	Building Rental	10,000	10,870	11,415	12,215
6590	Indirect Costs	12,040	9,110	13,445	12,385
	SUBTOTAL FIXED CHARGES	30,125	28,225	33,250	32,990
6661	Computer Software	0	30	0	0
6661-1	Computer Software	0	364	0	0
	SUBTOTAL CAPITAL	0	394	0	0
6931	Payment to Subagents	(95)	0	0	0
	SUBTOTAL MISCELLANEOUS	(95)	0	0	0
	TOTAL	503,692	539,110	725,000	725,000

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2870	Deputy CM for Development Svcs	0.05		0.05	
2690	Economic Development Manager	0.15		0.15	
0350	Economic Development Specialist III	1.00		1.00	
0550	Economic Development Specialist II	1.50		1.50	
1720	Management Analyst	0.10		0.10	
7330	Senior Office Assistant	0.00		1.00	
	TOTAL	2.80		3.80	

**COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT RESOURCE SUMMARY**

Santa Ana W.O.R.K. Center

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Fund 123 - Carryforward		0	0	0	738,945
Santa Ana WORK Center One-Stop		1,577,814	1,742,415	2,351,845	2,394,150
Workforce Investment Board (WIB)		511,500	426,813	1,882,630	1,148,780
FEZ Service Navigator		1,030,852	905,460	637,000	642,910
Grants (Special Projects)		<u>1,081,344</u>	<u>1,095,171</u>	<u>699,570</u>	<u>662,970</u>
TOTAL		<u><u>4,201,510</u></u>	<u><u>4,169,859</u></u>	<u><u>5,571,045</u></u>	<u><u>5,587,755</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2390	WORK Center Coordinator	1.00		1.00	
8374	Workforce Specialist IV	3.00		3.00	
8373	Workforce Specialist III	3.00		3.00	
8372	Workforce Specialist II	15.00		15.00	
8371	Workforce Specialist I	3.00		3.00	
4270	Employment Services Fiscal Specialis	1.00		1.00	
7330	Senior Office Assistant	2.00		2.00	
0060	Receptionist	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u><u>30.00</u></u>		<u><u>30.00</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT
Santa Ana W.O.R.K. Center One-Stop Program

PROGRAM
123-Various

Statement of Purpose

To offer job search assistance, job placement and basic skills education and employment training to all eligible adults and youth and to assist the local business community with the training and hiring of employees.

The One-Stop Center is a multi-agency, multi-service shop designed to meet the employment assistance and training needs of the community. The One-Stop provides job search internet access, job search workshops, computer usage, employment listings, career advisement, resume preparation and training/education courses. The One-Stop Employment Resource Center is open to all residents.

Accomplishments in FY 06-07 & FY 07-08

- * Successfully obtained negotiated performance standards for all programs: WIA Adult, Dislocated Worker and Youth programs.
- * Revamped WIA monthly data report to expand employer information such as wage levels, positions posted, position filled and type of industries.
- * Phased out internal job posting data, Mr. EDD, and replaced it with Virtual One Stop System (VOS) that allows clients to view available positions both onsite and offsite.
- * Coordinated and presented several presentations to Santa Ana employers in danger of downsizing or closing business operations.
- * Installed interactive kiosk where job seekers can view, print, text message, e-mail or apply for local jobs posted in the Orange County Register newspaper.

Action Plan for FY 2008-09

- * Integrate and align Workforce Investment Program (WIA) with EDD Wagner Peysner Employment Services, Trade Adjustment Act program and veterans services into one program.
- * Enroll job seekers into one common customer pool, utilizing shared customer flow and shared staffing.
- * Deliver streamlined, skill based and demand driven services to job seekers and employers.
- * Prepare monthly data report to reflect job seeker characteristics, services utilized, outcome achieved as well as business services provided by the WORK Center.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Number of Customers enrolled	400	400	400	6,000
Number of Individuals served by all partners	9,000	8,000	8,000	8,500
Number of Rapid Response businesses served	20	20	30	25
Number of Rapid Response laid-off workers served	1,000	600	75	500
Effectiveness				
Percentage of Clients Placed in Jobs	75%	75%	75%	60%
Efficiency				
Number of Individual Training Accounts Issued	70	50	50	40

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT				FUND 123	
Santa Ana W.O.R.K. Center One-Stop Program-Administration-Carry Forward				Activity 202	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6221	Training & Transportation	0	0	0	12,385
6291	Other Contractual Services	0	0	0	2,370
6295	User Fees	0	0	0	7,465
	SUBTOTAL CONTRACTUAL	0	0	0	22,220
6391	Operating Materials & Supplies	0	0	0	6,095
	SUBTOTAL COMMODITIES	0	0	0	6,095
	TOTAL	0	0	0	28,315

ECONOMIC DEVELOPMENT				FUND 123	
Santa Ana W.O.R.K. Center One-Stop Program-Adult-Carry Forward				Activity 203	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6933	Payments to Subagents	0	0	0	343,205
	SUBTOTAL MISCELLANEOUS	0	0	0	343,205
	TOTAL	0	0	0	343,205

ECONOMIC DEVELOPMENT				FUND 123	
Santa Ana W.O.R.K. Center One-Stop Program-Youth-Carry Forward				Activity 205	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6391	Operating Materials & Supplies	0	0	0	3,525
	SUBTOTAL COMMODITIES	0	0	0	3,525
	TOTAL	0	0	0	3,525

ECONOMIC DEVELOPMENT				FUND	123
Workforce Investment Board (WIB)-Administration-Carryforward				Activity	190
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6221	Training & Transportation	0	0	0	14,040
6291	Other Contractual Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,645</u>
	SUBTOTAL CONTRACTUAL	0	0	0	26,685
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>26,685</u>

ECONOMIC DEVELOPMENT				FUND	123
Workforce Investment Board (WIB)-Youth Council-Carryforward				Activity	192
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6933	Payments to Subagents	<u>0</u>	<u>0</u>	<u>0</u>	<u>337,215</u>
	SUBTOTAL MISCELLANEOUS	0	0	0	337,215
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>337,215</u>

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Santa Ana W.O.R.K. Center One-Stop Program		Activity 161/171/201/211			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	541,942	492,688	375,285	720,775
6131	Salaries & Wages-Temporary	40,903	28,528	25,820	27,430
6141	Salaries & Wages-Overtime	612	119	0	0
6151	Retirement Plan	44,528	40,650	31,715	60,545
6161	Medicare Insurance	7,664	6,804	5,815	10,850
6171	Employees Insurance	75,131	70,522	64,510	110,435
6172	Retiree Health Insurance	3,823	4,817	3,755	10,090
6181	Compensation Insurance	7,532	5,974	4,170	7,780
6191	Other Personnel Services	4,995	1,034	1,120	1,880
	SUBTOTAL PERSONNEL	727,130	651,136	512,190	949,785
6211	Communications	61,499	47,917	16,180	36,410
6221	Training & Transportation	4,701	4,069	6,320	15,245
6231	Advertising	2,027	1,948	3,400	0
6251	Other Agency Services	2,056	2,354	2,930	2,080
6281	M&R Machinery & Equipment	1,381	733	6,095	0
6291	Other Contractual Services	96,674	76,555	95,055	96,035
6295	User Fees	83,208	51,561	59,735	54,450
	SUBTOTAL CONTRACTUAL	251,546	185,137	189,715	204,220
6391	Operating Materials & Supplies	26,827	36,790	26,000	38,560
	SUBTOTAL COMMODITIES	26,827	36,790	26,000	38,560
6511	Equipment Rental	5,650	6,060	6,370	8,045
6521	Insurance (Risk Management)	13,370	13,080	4,695	11,000
6537	IS Strategic Plan	8,125	7,365	3,045	6,960
6590	Indirect Costs	57,587	47,417	23,385	41,525
	SUBTOTAL FIXED CHARGES	84,732	73,922	37,495	67,530
6641	Machinery & Equipment	12,805	23,917	50,000	0
6661	Computer Software	0	0	0	5,000
	SUBTOTAL CAPITAL	12,805	23,917	50,000	5,000
	TOTAL	1,103,040	970,902	815,400	1,265,095

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2390	WORK Center Coordinator	0.68		0.68	
8374	Workforce Specialist IV	0.90		0.90	
8372	Workforce Specialist II	3.90		7.90	
8371	Workforce Specialist I	2.00		2.00	
7330	Senior Office Assistant	0.95		0.95	
0060	Receptionist	1.70		1.70	
	TOTAL	10.13		14.13	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Santa Ana W.O.R.K. Center One-Stop Program-Administration		Activity 162/172/202/212			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	39,708	54,987	81,255	78,950
6131	Salaries & Wages Temporary	10,410	10,105	19,870	19,815
6141	Salaries & Wages-Overtime	751	2,054	0	0
6151	Retirement Plan	3,149	4,448	6,675	6,630
6161	Medicare Insurance	202	540	1,465	1,430
6171	Employees Insurance	6,194	8,867	11,510	14,190
6172	Retiree Health Insurance	178	821	815	1,105
6181	Compensation Insurance	487	1,403	1,050	1,025
6191	Other Personnel Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>30</u>
	SUBTOTAL PERSONNEL	61,079	83,225	122,640	123,175
6211	Communications	3,512	1,672	4,130	785
6221	Training & Transportation	5,306	7,939	16,510	260
6231	Advertising	477	1,000	0	0
6251	Other Agency Services	957	1,085	880	2,220
6281	M&R Machinery & Equipment	615	0	0	0
6291	Other Contractual Services	1,186	456	8,395	0
6295	User Fees	<u>3,371</u>	<u>12,077</u>	<u>16,875</u>	<u>15,395</u>
	SUBTOTAL CONTRACTUAL	15,424	24,229	46,790	18,660
6391	Operating Materials & Supplies	<u>688</u>	<u>1,046</u>	<u>670</u>	<u>510</u>
	SUBTOTAL COMMODITIES	688	1,046	670	510
6521	Insurance (Risk Management)	1,515	0	1,745	1,630
6537	IS Strategic Plan	305	0	1,115	1,035
6590	Indirect Costs	<u>5,021</u>	<u>6,027</u>	<u>5,895</u>	<u>5,480</u>
	SUBTOTAL FIXED CHARGES	6,841	6,027	8,755	8,145
6641	Machinery & Equipment	<u>0</u>	<u>3,968</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	0	3,968	0	0
	TOTAL	<u>84,032</u>	<u>118,495</u>	<u>178,855</u>	<u>150,490</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2390	WORK Center Coordinator	0.32		0.22	
4270	Employment Services Fiscal Specialist	<u>0.69</u>		<u>0.75</u>	
	TOTAL	<u>1.01</u>		<u>0.97</u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Santa Ana W.O.R.K. Center One-Stop Program-Adult		Activity 163/173/203/213			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	168,320	0
6132	Salaries Participants	0	8,215	0	0
6151	Retirement Plan	0	0	13,825	0
6161	Medicare Insurance	0	115	2,440	0
6171	Employees Insurance	0	0	17,810	0
6172	Retiree Health Insurance	0	0	1,685	0
6181	Compensation Insurance	0	353	1,750	0
	SUBTOTAL PERSONNEL	0	8,683	205,830	0
6211	Communications	0	0	11,665	0
	SUBTOTAL CONTRACTUAL	0	0	11,665	0
6391	Operating Materials & Supplies	0	158	240	0
	SUBTOTAL COMMODITIES	0	158	240	0
6521	Insurance (Risk Management)	0	0	3,460	0
6537	IS Strategic Plan	0	0	2,205	0
6590	Indirect Costs	0	0	9,815	0
	SUBTOTAL FIXED CHARGES	0	0	15,480	0
6933	Payment to Subagents	1,687	70,769	360,280	207,520
6937	Transportation-Bus Passes	0	18,842	11,300	20,000
6938	Client Support Services	0	2,152	2,140	3,000
6939	Client Assessment	0	5,621	3,225	4,500
	SUBTOTAL MISCELLANEOUS	1,687	97,384	376,945	235,020
	TOTAL	<u>1,687</u>	<u>106,225</u>	<u>610,160</u>	<u>235,020</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8372	Workforce Specialist II	<u>3.00</u>		<u>0.00</u>	
	TOTAL	<u>3.00</u>		<u>0.00</u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Santa Ana W.O.R.K. Center One-Stop Program-Dislocated Worker		Activity 164/174/204/214			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	0	0	123,960	0
6151	Retirement Plan	0	0	10,180	0
6161	Medicare Insurance	0	0	1,795	0
6171	Employees Insurance	0	0	21,050	0
6172	Retiree Health Insurance	0	0	1,240	0
6181	Compensation Insurance	0	0	1,290	0
	SUBTOTAL PERSONNEL	0	0	159,515	0
6211	Communications	0	0	8,565	0
	SUBTOTAL CONTRACTUAL	0	0	8,565	0
6391	Operating Materials & Supplies	0	122	240	0
	SUBTOTAL COMMODITIES	0	122	240	0
6521	Insurance	0	0	2,545	0
6537	IS Strategic Plan	0	0	1,625	0
6590	Indirect Costs	1,934	0	7,225	0
	SUBTOTAL FIXED CHARGES	1,934	0	11,395	0
6933	Payment to Subagents	91,262	124,289	123,140	168,570
6937	Transportation-Bus Passes	37,646	32,815	34,155	22,000
6938	Client Support Services	14,840	858	600	10,000
6939	Client Assessment	8,742	9,212	4,990	9,000
	SUBTOTAL MISCELLANEOUS	152,490	167,174	162,885	209,570
	TOTAL	154,424	167,296	342,600	209,570
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8372	Workforce Specialist II	2.00		0.00	
	TOTAL	2.00		0.00	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Santa Ana W.O.R.K. Center One-Stop Program-Youth		Activity 165/175/205/215			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	79,726	53,754	102,265	180,860
6131	Salaries & Wages-Temporary	7,427	9,015	0	28,655
6141	Salaries & Wages-Overtime	219	1,072	0	0
6151	Retirement Plan	6,269	4,384	8,400	15,190
6161	Medicare Insurance	1,276	903	1,485	3,040
6171	Employees Insurance	9,889	8,126	20,620	43,885
6172	Retiree Health Insurance	771	286	1,025	2,530
6181	Compensation Insurance	863	624	1,065	2,180
6191	Other Personnel Services	0	0	0	235
	SUBTOTAL PERSONNEL	106,440	78,164	134,860	276,575
6211	Communications	2,238	1,999	1,810	2,000
6221	Training & Transportation	963	1,137	4,250	3,435
6231	Advertising	0	0	500	500
6251	Other Agency Services	0	32	0	0
6291	Other Contractual Services	3,406	4,971	12,645	13,925
6295	User Fees	1,124	6,773	6,550	17,550
	SUBTOTAL CONTRACTUAL	7,731	14,912	25,755	37,410
6391	Operating Materials & Supplies	3,048	5,840	1,150	6,455
	SUBTOTAL COMMODITIES	3,048	5,840	1,150	6,455
6511	Equipment Rental	0	0	1,725	2,245
6521	Insurance (Risk Management)	1,260	1,335	2,095	3,050
6537	IS Strategic Plan	915	915	1,210	1,950
6590	Indirect Costs	8,624	5,748	5,960	11,630
	SUBTOTAL FIXED CHARGES	10,799	7,998	10,990	18,875
6641	Machinery & Equipment	100	2,645	0	0
	SUBTOTAL CAPITAL	100	2,645	0	0
6938	Client Support Services	264	667	800	800
	SUBTOTAL MISCELLANEOUS	264	667	800	800
	TOTAL	128,382	110,226	173,555	340,115

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8373	Workforce Specialist III	0.95		1.00	
8372	Workforce Specialist II	0.00		1.00	
8371	Workforce Specialist I	0.80		1.00	
	TOTAL	1.75		3.00	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Santa Ana W.O.R.K. Center One-Stop Program-Rapid Response		Activity 166/176/206/216			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	57,521	105,022	78,835	95,060
6131	Salaries & Wages-Temporary	0	188	0	0
6141	Salaries & Wages-Overtime	442	0	0	0
6151	Retirement Plan	4,519	8,614	6,475	7,985
6161	Medicare Insurance	804	1,545	1,145	1,380
6171	Employees Insurance	10,313	18,645	15,495	18,060
6172	Retiree Health Insurance	383	509	790	1,330
6181	Compensation Insurance	558	1,415	820	990
6191	Other Personnel Services	0	5,592	940	740
	SUBTOTAL PERSONNEL	74,540	141,530	104,500	125,545
6211	Communications	1,582	1,698	6,605	3,400
6221	Training & Transportation	1,312	1,288	2,820	3,750
6231	Advertising	13,855	(1,052)	23,775	15,775
6251	Other Agency Services	0	180	755	910
6281	M&R Machinery & Equipment	0	0	250	250
6291	Other Contractual Services	363	105,388	75,935	25,650
6295	User Fees	1,226	1,773	1,900	2,000
	SUBTOTAL CONTRACTUAL	18,338	109,275	112,040	51,735
6391	Operating Materials & Supplies	1,842	4,037	4,760	6,165
	SUBTOTAL COMMODITIES	1,842	4,037	4,760	6,165
6511	Equipment Rental	1,530	1,640	2,195	3,080
6521	Insurance (Risk Management)	1,260	1,335	1,945	1,285
6537	IS Strategic Plan	610	610	1,240	775
6590	Indirect Costs	5,721	9,521	4,595	5,275
	SUBTOTAL FIXED CHARGES	9,121	13,106	9,975	10,415
6641	Machinery & Equipment	2,408	1,323	0	0
	SUBTOTAL CAPITAL	2,408	1,323	0	0
	TOTAL	106,249	269,271	231,275	193,860

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2390	Work Center Coordinator	0.00		0.10	
8374	Workforce Specialist IV	0.10		0.10	
8372	Workforce Specialist II	1.10		1.10	
7330	Senior Office Assistant	0.05		0.05	
	TOTAL	1.25		1.35	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT Workforce Investment Board (WIB)	PROGRAM 123-Variou s			
Statement of Purpose				
<p><i>To ensure that the Workforce Investment Act programs and activities and the Santa Ana Workforce Investment Board perform in accordance with the governing legislation (Workforce Investment Act), federal and state mandates, as well as operate efficiently and in a cost effective manner.</i></p> <p>Staff to the WIB board and function as liaison between mandated partners, program operators, reporting agencies, as well as oversee contracts, monitoring and data reporting.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Aligned the WIB's and Youth Council's membership with the new State Employment and Training Act. * Continued to assist the Employer Assisted Housing Committee by familiarizing them with various employer assisted housing programs in the region. * Continued to be alert for WIA reauthorization legislation in order to best position the WIB for compliance and implementation. * Continued to promote services to local youth through the Santa Ana Youth Council to ensure quality programs prevail. * Ensured all WIA monitoring requirements were met in a timely manner and procurement activities were conducted according to federal, state and city requirements. * Ensured all vocational training providers were in compliance and requests processed in a timely manner to ensure availability for adults and dislocated workers seeking training. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Ensure city audit includes Workforce Investment Act funds in order to satisfy state monitoring requirements. * Modify Memorandums of Understanding to include Integration Plan. * Continue to ensure youth funds are obligated and youth programs meaningful to Santa Ana's youth. * Collect accurate data on customers under the new integration plan and report it to the WIB quarterly. * Procure Annual Report that includes new information on integration and return on investment phase III study and/or combine WIB annual report with Economic Development * Align the Workforce Investment Board's Employer Assisted Housing Committee with the Chamber of Commerce's Housing committee. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
Number of packets prepared for WIB meetings	6	6	6	6
Number of packets prepared for Executive Committee Meetings	4	4	4	4
Number of packets prepared for sub-committee meetings	35	35	30	30
Number of programs administered by WIB	9	9	9	9
Effectiveness				
Percent of funds obligated by end of fiscal year	85%	85%	85%	85%
Percent of funds spent from previous year	100%	100%	100%	100%
Efficiency				
Number of performance measures met - Note: In FY07-08 six common measures will replace 15 performance goals used in FY 06-07.	14	14	6	6

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Workforce Investment Board (WIB)-Administration		Activity 183/186/190/193			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	69,546	64,371	83,675	89,065
6131	Salaries & Wages-Temporary	150	5,000	0	0
6141	Salaries & Wages-Overtime	1,465	1,166	0	0
6151	Retirement Plan	4,865	5,356	6,875	7,480
6161	Medicare Insurance	1	186	1,215	1,290
6171	Employees Insurance	7,388	6,442	8,765	9,310
6172	Retiree Health Insurance	628	800	835	1,245
6181	Compensation Insurance	615	648	870	925
6191	Other Personnel Services	3,092	0	685	25
	SUBTOTAL PERSONNEL	87,750	83,969	102,920	109,340
6211	Communications	6,489	4,611	4,055	2,600
6221	Training & Transportation	15,041	14,429	25,875	11,745
6231	Advertising	1,611	3,298	1,200	2,000
6251	Other Agency Services	4,053	4,657	5,100	5,720
6281	M&R Machinery & Equipment	426	213	535	300
6291	Other Contractual Services	12,016	3,471	63,870	32,380
6294	Lease Payments	8,965	8,914	8,230	7,855
	SUBTOTAL CONTRACTUAL	48,601	39,593	108,865	62,600
6391	Operating Materials & Supplies	6,597	11,045	1,290	4,110
	SUBTOTAL COMMODITIES	6,597	11,045	1,290	4,110
6511	Equipment Rental	1,265	1,355	1,240	1,290
6521	Insurance	1,515	1,605	1,390	1,300
6537	IS Strategic Plan	805	805	885	830
6590	Indirect Costs	7,023	6,384	4,880	4,945
	SUBTOTAL FIXED CHARGES	10,608	10,149	8,395	8,365
6641	Machinery Equipment	0	2,645	0	0
	SUBTOTAL CAPITAL	0	2,645	0	0
	TOTAL	153,556	147,401	221,470	184,415

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.63		0.63	
7330	Senior Office Assistant	0.55		0.55	
	TOTAL	1.18		1.18	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Workforce Investment Board (WIB)-Programs		Activity 184/187/191/194			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	119,046	88,778	92,210	97,840
6141	Salaries & Wages-Overtime	502	315	0	0
6151	Retirement Plan	9,396	7,276	7,575	8,220
6161	Medicare Insurance	1,465	1,134	1,335	1,420
6171	Employees Insurance	16,525	11,013	16,230	14,540
6172	Retiree Health Insurance	863	969	920	1,370
6181	Compensation Insurance	1,181	900	960	1,020
6191	Other Personnel Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>25</u>
	SUBTOTAL PERSONNEL	148,978	110,385	119,230	124,435
6211	Communications	15	2,286	2,210	1,490
6221	Training & Transportation	0	913	2,705	3,435
6231	Advertising	0	1,000	1,000	1,000
6281	M&R Machinery & Equipment	0	213	515	300
6291	Other Contractual Services	0	2,538	7,900	1,470
6294	Lease Payments	<u>0</u>	<u>8,228</u>	<u>8,230</u>	<u>7,855</u>
	SUBTOTAL CONTRACTUAL	15	15,178	22,560	15,550
6391	Operating Materials & Supplies	<u>145</u>	<u>2,194</u>	<u>4,125</u>	<u>240</u>
	SUBTOTAL COMMODITIES	145	2,194	4,125	240
6511	Equipment Rental	0	1,245	1,245	1,290
6521	Insurance (Risk Management)	0	2,675	1,530	1,425
6537	IS Strategic Plan	0	870	975	910
6590	Indirect Costs	<u>11,799</u>	<u>8,063</u>	<u>5,375</u>	<u>5,430</u>
	SUBTOTAL FIXED CHARGES	11,799	12,853	9,125	9,055
6641	Machinery Equipment	<u>0</u>	<u>2,645</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	0	2,645	0	0
	TOTAL	<u><u>160,937</u></u>	<u><u>143,255</u></u>	<u><u>155,040</u></u>	<u><u>149,280</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.17		0.17	
8372	Workforce Specialist II	1.00		1.00	
7330	Senior Office Assistant	<u>0.30</u>		<u>0.30</u>	
	TOTAL	<u><u>1.47</u></u>		<u><u>1.47</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 123			
Workforce Investment Board (WIB)-Youth Council		Activity 185/188/192/195			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	62,450	63,253	91,640	97,065
6131	Salaries & Wages-Temporary	0	0	0	24,525
6141	Salaries & Wages-Overtime	211	370	0	0
6151	Retirement Plan	4,867	5,170	7,525	8,155
6161	Medicare Insurance	749	744	1,330	1,765
6171	Employees Insurance	9,268	9,806	13,210	14,310
6172	Retiree Health Insurance	460	562	915	1,360
6181	Compensation Insurance	602	703	955	1,265
6191	Other Personnel Services	442	4,610	8,805	7,695
	SUBTOTAL PERSONNEL	79,049	85,218	124,380	156,140
6211	Communications	8	1,136	1,090	985
6221	Training & Transportation	293	1,446	1,045	1,295
6231	Advertising	12	15	600	500
6281	M&R Machinery & Equipment	213	213	310	300
6291	Other Contractual Services	0	1,100	4,645	1,830
6294	Lease Payments	8,965	7,542	8,230	7,855
	SUBTOTAL CONTRACTUAL	9,491	11,452	15,920	12,765
6391	Operating Materials & Supplies	20	1,701	475	240
	SUBTOTAL COMMODITIES	20	1,701	475	240
6511	Equipment Rental	1,160	1,245	1,245	1,295
6521	Insurance (Risk Management)	1,260	1,335	1,465	1,770
6537	IS Strategic Plan	500	500	935	1,130
6590	Indirect Costs	6,185	5,758	5,345	6,750
	SUBTOTAL FIXED CHARGES	9,105	8,838	8,990	10,945
6641	Machinery Equipment	0	1,323	0	0
	SUBTOTAL CAPITAL	0	1,323	0	0
6933	Payment to Subagents	99,342	27,625	1,356,355	634,995
	SUBTOTAL MISCELLANEOUS	99,342	27,625	1,356,355	634,995
	TOTAL	197,007	136,157	1,506,120	815,085

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.20		0.20	
8373	Workforce Specialist III	1.00		1.00	
7330	Senior Office Assistant	0.15		0.15	
	TOTAL	1.35		1.35	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	129
FEZ Service Navigator SAWC					Activity	35
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	216,715	209,179	179,010	245,230	
6131	Salaries & Wages-Temporary	56,314	52,968	36,510	42,380	
6141	Salaries & Wages-Overtime	196	286	0	0	
6151	Retirement Plan	18,099	15,620	14,705	20,600	
6161	Medicare Insurance	3,512	3,209	3,125	4,170	
6171	Employees Insurance	25,480	24,987	16,785	34,185	
6172	Retiree Health Insurance	1,432	1,623	1,790	3,435	
6181	Compensation Insurance	2,662	2,595	2,240	2,990	
6191	Other Personnel Services	0	1,263	3,450	5,070	
	SUBTOTAL PERSONNEL	324,410	311,730	257,615	358,060	
6211	Communications	9,516	12,263	8,775	8,950	
6221	Training & Transportation	1,110	3,318	6,775	8,150	
6231	Advertising	985	1,000	500	500	
6251	Other Agency Services	265	487	150	210	
6281	M&R Machinery & Equipment	905	2,531	830	830	
6291	Other Contractual Services	10,126	8,249	15,915	7,595	
6294	Lease Payments	3,564	5,129	0	0	
6295	User Fees	6,130	39,551	43,145	29,405	
	SUBTOTAL CONTRACTUAL	32,601	72,528	76,090	55,640	
6391	Operating Materials & Supplies	6,436	16,752	3,535	9,835	
	SUBTOTAL COMMODITIES	6,436	16,752	3,535	9,835	
6511	Equipment Rental	680	0	0	0	
6521	Insurance	0	95	3,575	3,230	
6537	IS Strategic Plan	1,287	760	2,280	2,030	
6590	Indirect Costs	10,301	8,231	7,975	8,515	
	SUBTOTAL FIXED CHARGES	12,268	9,086	13,830	13,775	
6641	Machinery & Equipment	100	14,548	0	0	
	SUBTOTAL CAPITAL	100	14,548	0	0	
6933	Payment to Subagents	636,444	460,415	272,700	193,600	
6937	Transportation-Bus Passes	12,791	17,057	2,025	7,000	
6938	Client Support Services	5,802	3,344	5,205	5,000	
6939	Client Assessment	0	0	6,000	0	
	SUBTOTAL MISCELLANEOUS	655,037	480,816	285,930	205,600	
	TOTAL	1,030,852	905,460	637,000	642,910	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.50		0.50	
8373	Workforce Specialist III	1.00		1.00	
8372	Workforce Specialist II	1.00		2.00	
0060	Receptionist	0.15		0.15	
4270	Employment Services Fiscal Specialis	0.10		0.10	
	TOTAL	2.75		3.75	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	123
Special Projects-WIA 15% Youth Grant					Activity	196
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	358	0	0	
6151	Retirement Plan	0	29	0	0	
6171	Employees Insurance	0	59	0	0	
6181	Compensation Insurance	0	4	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>450</u>	<u>0</u>	<u>0</u>	
6251	Other Agency Services	(89)	0	0	0	
6291	Other Contractual Services	89	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6933	Payments to Subagents	<u>9,677</u>	<u>46,978</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL MISCELLANEOUS	<u>9,677</u>	<u>46,978</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>9,677</u></u>	<u><u>47,428</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	123
Special Projects-WIA 15% Grant-Administration					Activity	197
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	6,880	21,035	0	0	
6151	Retirement Plan	549	1,728	0	0	
6161	Medicare Insurance	19	202	0	0	
6171	Employees Insurance	1,038	3,309	0	0	
6172	Retiree Health Insurance	42	151	0	0	
6181	Compensation Insurance	92	381	0	0	
	SUBTOTAL PERSONNEL	8,620	26,806	0	0	
6211	Communications	754	2,634	0	0	
6221	Training & Transportation	788	255	0	0	
6251	Other Agency Services	89	58	0	0	
6291	Other Contractual Services	148	259	0	0	
6295	User Fees	0	3,660	0	0	
	SUBTOTAL CONTRACTUAL	1,779	6,866	0	0	
6391	Operating Materials & Supplies	562	274	0	0	
	SUBTOTAL COMMODITIES	562	274	0	0	
6521	Insurance (Risk Management)	0	1,605	0	0	
6537	IS Strategic Plan	0	305	0	0	
6590	Indirect Costs	679	1,904	0	0	
	SUBTOTAL FIXED CHARGES	679	3,814	0	0	
6641	Machinery & Equipment	0	0	0	0	
6661	Computer Software	679	0	0	0	
	SUBTOTAL CAPITAL	679	0	0	0	
	TOTAL	12,319	37,760	0	0	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	123
Special Projects-WIA 15% Grant 05-07					Activity	198
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	47,844	51,420	0	0	
6151	Retirement Plan	3,761	4,207	0	0	
6161	Medicare Insurance	652	747	0	0	
6171	Employees Insurance	4,251	4,942	0	0	
6172	Retiree Health Insurance	293	436	0	0	
6181	Compensation Insurance	447	587	0	0	
6191	Other Personnel Services	0	234	0	0	
	SUBTOTAL PERSONNEL	57,248	62,573	0	0	
6211	Communications	222	153	0	0	
6221	Training & Transportation	929	675	0	0	
6231	Advertising	1,533	0	0	0	
6251	Other Agency Services	108	0	0	0	
6281	M & R Machinery & Equipment	70	0	0	0	
6291	Other Contractual Services	4,967	2,993	0	0	
6295	User Fees	6,927	3,000	0	0	
	SUBTOTAL CONTRACTUAL	14,756	6,821	0	0	
6391	Operating Materials & Supplies	1,980	120	0	0	
	SUBTOTAL COMMODITIES	1,980	120	0	0	
6511	Equipment Rental	1,060	1,135	0	0	
6521	Insurance (Risk Management)	1,515	1,605	0	0	
6537	IS Strategic Plan	1,930	3,860	0	0	
6590	Indirect Costs	4,722	4,653	0	0	
	SUBTOTAL FIXED CHARGES	9,227	11,253	0	0	
6933	Payment to Subagents	381,722	85,871	0	0	
6937	Transportation-Bus Passes	11,620	1,041	0	0	
6938	Client Support Services	3,792	0	0	0	
6939	Client Assessment	3,429	0	0	0	
	SUBTOTAL MISCELLANEOUS	400,563	86,912	0	0	
	TOTAL	483,774	167,679	0	0	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	123
Special Projects-Wagner-Peyser 15% Grant 05-07					Activity	199
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	4,224	14,620	0	0	
6151	Retirement Plan	340	1,205	0	0	
6161	Medicare Insurance	14	120	0	0	
6171	Employees Insurance	2,098	2,251	0	0	
6172	Retiree Health Insurance	0	206	0	0	
6181	Compensation Insurance	104	146	0	0	
	SUBTOTAL PERSONNEL	6,780	18,548	0	0	
6211	Communications	176	66	0	0	
6221	Training & Transportation	11	0	0	0	
6231	Advertising	36	0	0	0	
6251	Other Agency Services	183	0	0	0	
6281	M&R Machinery & Equipment	12	0	0	0	
6291	Other Contractual Services	2,740	1,245	0	0	
6295	User Fees	1,042	1,614	0	0	
	SUBTOTAL CONTRACTUAL	4,200	2,925	0	0	
6391	Operating Materials & Supplies	1,648	345	0	0	
	SUBTOTAL COMMODITIES	1,648	345	0	0	
6511	Equipment Rental	230	245	0	0	
6521	Insurance (Risk Management)	1,010	1,070	0	0	
6537	IS Strategic Plan	1,930	0	0	0	
6590	Indirect Costs	417	1,323	0	0	
	SUBTOTAL FIXED CHARGES	3,587	2,638	0	0	
6937	Transportation-Bus Passes	0	0	0	0	
6939	Client Assessment	2,997	494	0	0	
	SUBTOTAL MISCELLANEOUS	2,997	494	0	0	
	TOTAL	19,212	24,950	0	0	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT		FUND 124			
Special Projects-SSA CSP		Activity 323/325			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	48,835	7,129	0	0
6141	Salaries & Wages-Overtime	49	0	0	0
6151	Retirement Plan	3,844	587	0	0
6161	Medicare Insurance	673	84	0	0
6171	Employees Insurance	7,200	1,302	0	0
6172	Retiree Health Insurance	391	179	0	0
6181	Compensation Insurance	479	71	0	0
	SUBTOTAL PERSONNEL	61,471	9,352	0	0
6211	Communications	1,912	981	0	0
6291	Other Contractual Services	(131)	300	0	0
6295	User Fees	1,839	1,411	0	0
	SUBTOTAL CONTRACTUAL	3,620	2,692	0	0
6391	Operating Materials & Supplies	131	0	0	0
	SUBTOTAL COMMODITIES	131	0	0	0
6590	Indirect Costs	4,825	550	0	0
	SUBTOTAL FIXED CHARGES	4,825	550	0	0
6938	Client Support Services	(1,530)	0	0	0
	SUBTOTAL MISCELLANEOUS	(1,530)	0	0	0
	TOTAL	68,517	12,594	0	0

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	124
Special Projects WEX					Activity	332
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	107,292	77,639	224,010	179,145	
6131	Salaries & Wages-Temporary	0	0	0	15,240	
6132	Salaries Participants	127,217	163,106	172,800	209,120	
6141	Salaries & Wages-Overtime	0	252	0	0	
6151	Retirement Plan	8,337	6,360	18,400	22,895	
6161	Medicare Insurance	2,514	3,411	3,250	5,850	
6171	Employees Insurance	11,735	14,263	36,490	28,555	
6172	Retiree Health Insurance	687	628	2,240	2,510	
6181	Compensation Insurance	7,737	5,858	10,670	4,820	
6191	Other Personnel Services	0	2,893	0	65	
	SUBTOTAL PERSONNEL	265,519	274,410	467,860	468,200	
6211	Communications	1,204	1,059	3,360	2,800	
6221	Training & Transportation	0	170	740	4,800	
6231	Advertising	0	0	500	370	
6251	Other Agency Services	109	119	150	150	
6281	M&R Machinery & Equipment	0	0	80	80	
6291	Other Contractual Services	35	113	15,135	15,235	
6295	User Fees	7,356	8,668	10,810	22,995	
	SUBTOTAL CONTRACTUAL	8,704	10,129	30,775	46,430	
6391	Operating Materials & Supplies	456	3,391	1,135	6,040	
	SUBTOTAL COMMODITIES	456	3,391	1,135	6,040	
6511	Equipment Rental	800	860	860	860	
6521	Insurance (Risk Management)	0	1,000	3,770	3,655	
6537	IS Strategic Plan	0	0	2,405	2,300	
6590	Indirect Costs	10,590	7,019	13,060	10,790	
	SUBTOTAL FIXED CHARGES	11,390	8,879	20,095	17,605	
6933	Payments to Subagents	0	0	108,000	120,590	
6937	Transportation-Bus Passes	0	0	0	0	
6938	Client Support Services	135	185	0	4,105	
6939	Client Assessment	0	0	4,105	0	
	SUBTOTAL MISCELLANEOUS	135	185	112,105	124,695	
	TOTAL	286,204	296,994	631,970	662,970	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
8374	Workforce Specialist IV	0.50		0.50	
8372	Workforce Specialist II	2.95		2.00	
0060	Receptionist	0.15		0.15	
4270	Employment Services Fiscal Specialis	0.15		0.15	
	TOTAL	3.75		2.80	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	124
OC Veteran's Grant - 15%					Activity	327
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	9,538	0	0	
6132	Salaries Participants	0	0	2,400	0	
6151	Retirement Plan	0	785	0	0	
6161	Medicare Insurance	0	131	0	0	
6171	Employees Insurance	0	1,460	0	0	
6172	Retiree Health Insurance	0	173	0	0	
6181	Compensation Insurance	0	95	0	0	
	SUBTOTAL PERSONNEL	0	12,182	2,400	0	
6590	Indirect Costs	0	1,589	260	0	
	SUBTOTAL FIXED CHARGES	0	1,589	260	0	
6933	Payments to Subagents	0	19,509	19,790	0	
6939	Client Assessment	0	100	0	0	
	SUBTOTAL MISCELLANEOUS	0	19,609	19,790	0	
	TOTAL	0	33,380	22,450	0	

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	124
OC Veteran's Grant - 25%					Activity	328
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	8,019	4,460	0	0
6132	Salaries Participants	0	0	6,755	0	0
6151	Retirement Plan	0	660	365	0	0
6161	Medicare Insurance	0	111	65	0	0
6171	Employees Insurance	0	1,279	735	0	0
6172	Retiree Health Insurance	0	0	45	0	0
6181	Compensation Insurance	0	80	45	0	0
	SUBTOTAL PERSONNEL	0	10,149	12,470	0	0
6211	Communications	0	0	400	0	0
6221	Training & Transportation	0	0	200	0	0
6231	Advertising	0	415	0	0	0
6295	User Fees	0	0	500	0	0
	SUBTOTAL CONTRACTUAL	0	415	1,100	0	0
6391	Operating Materials & Supplies	0	40	120	0	0
	SUBTOTAL COMMODITIES	0	40	120	0	0
6937	Transportation-Bus Passes	0	0	3,000	0	0
6938	Client Support Services	0	0	1,500	0	0
6939	Client Assessment	0	500	2,000	0	0
	SUBTOTAL MISCELLANEOUS	0	500	6,500	0	0
	TOTAL	0	11,104	20,190	0	0
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
8372	Workforce Specialist II	0.05		0.00		
4270	Employment Services Fiscal Specialist	0.02		0.00		
	TOTAL	0.07		0.00		

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	132
Special Projects-DOL Youth Grant					Activity	701
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,783	30,838	15,450	0	
6131	Salaries & Wages-Temporary	0	6,279	0	0	
6132	Salaries Participants	0	82,985	0	0	
6141	Salaries & Wages-Overtime	0	64	0	0	
6151	Retirement Plan	623	2,533	1,270	0	
6161	Medicare Insurance	103	1,572	225	0	
6171	Employees Insurance	1,130	4,575	3,605	0	
6172	Retiree Health Insurance	0	289	155	0	
6181	Compensation Insurance	77	1,878	160	0	
6191	Other Personnel Services	0	717	0	0	
	SUBTOTAL PERSONNEL	9,716	131,730	20,865	0	
6211	Communications	0	1,147	150	0	
6221	Training & Transportation	1,317	(707)	730	0	
6291	Other Contractual Services	30	4,253	0	0	
6295	User Fees	0	1,374	2,185	0	
	SUBTOTAL CONTRACTUAL	1,347	6,067	3,065	0	
6391	Operating Materials & Supplies	968	2,368	0	0	
	SUBTOTAL COMMODITIES	968	2,368	0	0	
6511	Equipment Rental	340	1,095	0	0	
6521	Insurance (Risk Management)	0	0	130	0	
6537	IS Strategic Plan	643	1,930	0	0	
6590	Indirect Costs	768	3,344	900	0	
	SUBTOTAL FIXED CHARGES	1,751	6,369	1,030	0	
6937	Transportation-Bus Passes	0	4,187	0	0	
6938	Client Support Services	0	1,633	0	0	
6939	Client Assessment	1,629	6,090	0	0	
	SUBTOTAL MISCELLANEOUS	1,629	11,910	0	0	
	TOTAL	15,411	158,444	24,960	0	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
8373	Workforce Specialist III	0.05		0.00		
8371	Workforce Specialist I	0.20		0.00		
4270	Employment Services Fiscal Specialis	0.04		0.00		
	TOTAL	0.29		0.00		

COMMUNITY DEVELOPMENT AGENCY

ECONOMIC DEVELOPMENT					FUND	132
Special Projects-DOL FBO Grant					Activity	702
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	35,116	33,316	0	0	
6131	Salaries & Wages-Temporary	181	0	0	0	
6151	Retirement Plan	2,809	2,601	0	0	
6161	Medicare Insurance	524	497	0	0	
6171	Employees Insurance	4,264	5,224	0	0	
6172	Retiree Health Insurance	0	282	0	0	
6181	Compensation Insurance	354	323	0	0	
6191	Other Personnel Services	0	78	0	0	
	SUBTOTAL PERSONNEL	43,248	42,321	0	0	
6211	Communications	0	120	0	0	
6221	Training & Transportation	991	128	0	0	
6231	Advertising	36	0	0	0	
6251	Other Agency Services	109	0	0	0	
6291	Other Contractual Services	370	758	0	0	
6295	User Fees	0	687	0	0	
	SUBTOTAL CONTRACTUAL	1,506	1,693	0	0	
6391	Operating Materials & Supplies	336	550	0	0	
	SUBTOTAL COMMODITIES	336	550	0	0	
6590	Indirect Costs	3,484	3,020	0	0	
	SUBTOTAL FIXED CHARGES	3,484	3,020	0	0	
6641	Machinery & Equipment	100	0	0	0	
	SUBTOTAL CAPITAL CHARGES	100	0	0	0	
6933	Payment to Subagents	137,016	257,254	0	0	
6939	Client Assessment	540	0	0	0	
	SUBTOTAL MISCELLANEOUS	137,556	257,254	0	0	
	TOTAL	186,230	304,838	0	0	

**COMMUNITY DEVELOPMENT AGENCY
DIVISION RESOURCE SUMMARY**

Housing Division

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
Various	Housing Authority-Administration	2,188,082	2,310,754	2,634,425	2,844,130
Various	Housing Authority-Housing Assistance Prog	22,609,589	23,076,490	24,030,525	26,643,885
Various	Housing Authority-Housing Opportunities for Persons with Aids (HOPWA) Program	1,678,002	1,169,386	1,384,940	1,428,000
Various	Development Services-Administration	1,762,104	1,845,824	2,714,710	2,793,710
Various	Development Services-Residential Rehab Loan Program	7,243,912	11,176,812	8,651,135	9,282,905
Various	Development Services-Capital Improvement Projects	2,291,888	840,087	6,865,000	7,850,000
Various	Neighborhood Improvement-Administration	948,102	856,029	1,225,000	1,275,000
	TOTAL	<u>38,721,679</u>	<u>41,275,382</u>	<u>47,505,735</u>	<u>52,117,630</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.25		0.25	
2865	Assistant Director of Community Dev	0.00		0.05	
2460	Housing Division Manager	0.90		0.90	
0520	Housing Programs Coordinator	0.90		0.90	
7640	Housing Authority Coordinator	1.00		1.00	
0600	Redevelopment Project Manager III	0.50		0.50	
7610	Community Development District Manager	3.00		3.00	
2720	Housing Authority Operations Supervisor	1.00		1.00	
1720	Management Analyst	1.00		1.00	
0910	Housing Development Analyst	0.80		0.85	
1840	Housing Programs Analyst	0.90		0.90	
2700	Senior Residential Construction Specialist	1.00		1.00	
1860	Senior Housing Specialist	2.00		2.00	
2710	Residential Construction Specialist	2.00		2.00	
1900	Housing Specialist II	9.00		9.00	
1890	Housing Specialist I	2.00		2.00	
7000	Loan Specialist	0.80		0.80	
2760	Property Rehabilitation Assistant	1.00		1.00	
7580	Housing Programs Aide	1.00		1.00	
7280	Senior Accounting Assistant	1.00		1.00	
7270	Secretary	1.00		1.00	
7330	Senior Office Assistant	7.00		7.00	
1640	Senior Receptionist	1.00		1.00	
1880	Housing Authority Aide	1.00		1.00	
1885	Housing Authority Analyst	1.00		1.00	
0605	Redevelopment Manager	0.50		0.50	
	TOTAL	<u>41.55</u>		<u>41.65</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION
Housing Services

PROGRAM
Various Accounts

Statement of Purpose

To promote and deliver a balance of housing related programs and services to City residents, investors and developers.

The Housing and Neighborhood Development Division ensures the effective utilization of City resources to enhance and preserve the intrinsic quality and economic viability of residential neighborhoods and housing stock within the City.

SERVICE PROGRAM

ASSISTED HOUSING

To effectively provide quality customer service and economic assistance to very low- and low-income persons and families and to insure tenancy in decent, safe and sanitary housing. To provide opportunities for persons to gain training and/or education through the Family Self-Sufficiency Program which will lead to economic independence.

HOUSING DEVELOPMENT AND REHABILITATION

To provide quality technical and financial assistance to residents, developers, investors and non-profit organizations within the residential community to ensure the enhancement of existing housing stock, construction of new quality affordable housing, and the promotion of homeownership opportunities.

NEIGHBORHOOD IMPROVEMENT

To act as a liaison between City staff and residents. To provide technical assistance and incentives which serve as catalysts to residents. To encourage the maintenance and rehabilitation of residential properties which will promote reinvestment and pride in the City. To encourage and facilitate the enhancement of under-utilized and substandard areas within the City. To provide quality technical support for formation and development of neighborhood commitment, investment, and stabilization of neighborhoods.

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION		PROGRAM		
Assisted Housing		Various		
Statement of Purpose				
<p>By administering the Section 8 Housing Choice Voucher program, we assist low-income individuals/families with affordable rent and also stimulate the economy with housing assistance payments to private landlords.</p> <p>We implement housing programs to meet the community's housing needs, including those of the special needs populations.</p> <p>We establish partnerships with community organizations that will maximize housing resources for our residents.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Completed staff reorganization. * Conducted application intake during October and November, receiving 9,600 applications. * Finalized PowerPoint briefing presentation in English, Spanish, and Vietnamese. * Created and distributed quarterly newsletters to landlords and tenants. * Maximized HVP funding by achieving 100% lease-up. * Implemented program changes to reflect new HUD regulations. * Ensured compliance with SEMAP requirements. * Received \$126,120 grant to fund Family Self-Sufficiency program. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Implement automated Housing Quality Standards inspection software. * Develop procedures manual. * Continue to maximize HVP funding by maintaining full lease-up. * Develop Fair Housing Compliance Manual for HUD monitoring. * Create reasonable accommodation tracking system to ensure HUD compliance. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
New Admissions	156	413	385	300
End of Participation	241	235	225	200
Annual Inspections	2,430	2,344	2,700	2,600
Annual Income Re-certifications	0	2,353	2,450	2,450
Interim Re-examinations	0	2,060	1,810	1,750
Life Skills Classes	36	36	12	4
Efficiency				
Pass Rate for Annual Inspections	50%	50%	50%	67%
Number of Units Under Lease	2,400	2,400	2,575	2,558
Effectiveness				
Fund Utilization Rate	92%	92%	100%	100%
Lease-Up Rate	94%	94%	100%	100%

COMMUNITY DEVELOPMENT AGENCY

HOUSING		FUND 140			
Housing Authority-Vouchers		Activity 133			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,172,955	1,232,405	1,374,020	1,456,300
6131	Salaries & Wages-Temporary	25,003	31,651	78,695	89,115
6141	Salaries & Wages-Overtime	20,699	30,164	10,000	16,000
6151	Retirement Plan	90,711	99,655	115,905	122,330
6161	Medicare Insurance	16,195	17,992	21,065	22,410
6171	Employees Insurance	171,288	200,435	225,820	245,880
6172	Retiree Health Insurance	8,424	9,852	13,740	20,390
6181	Compensation Insurance	11,798	12,623	15,820	16,795
6191	Other Personnel Services	43,145	48,617	50,345	66,910
6192	Audit Fees	14,287	4,480	5,000	5,000
	SUBTOTAL PERSONNEL	1,574,505	1,687,874	1,910,410	2,061,130
6211	Communications	23,369	23,148	25,265	23,645
6221	Training & Transportation	12,912	15,789	32,020	30,215
6231	Advertising	480	899	5,000	3,000
6251	Other Agency Services	2,656	3,669	6,820	7,950
6281	M&R Machinery & Equipment	2,773	493	3,145	3,145
6291	Other Contractual Services	98,500	112,486	114,780	116,115
	SUBTOTAL CONTRACTUAL	140,690	156,484	187,030	184,070
6391	Operating Materials & Supplies	72,236	81,344	49,535	67,105
	SUBTOTAL COMMODITIES	72,236	81,344	49,535	67,105
6511	Equipment Rental	19,470	25,060	25,060	29,335
6521	Insurance (Risk Management)	31,245	33,305	35,305	36,225
6571	Building Rental	87,940	96,155	100,965	109,970
6590	Indirect Costs	185,438	188,811	179,700	176,485
	SUBTOTAL FIXED CHARGES	324,093	343,331	341,030	352,015
6641	Machinery & Equipment	35,444	3,045	3,500	6,500
6651	Books, Records, Film	0	122	0	0
6661	Computer Software	434	4,500	200	300
6661 1	Computer Software Exp	0	91	0	0
	SUBTOTAL CAPITAL	35,878	7,758	3,700	6,800
6931	Payment to Subagents	0	0	100,000	100,000
6931 1	Mobility-Inspection Fee	172,275	193,800	0	0
6931 2	Mobility-Inspection Fee	(48,600)	(50,250)	0	0
6931 3	Ports Out-Admin	5,183	3,572	0	0
6931 4	Ports In-Admin	(54)	(314)	0	0
6992	Housing Assistance Payments	20,484,709	0	0	0
6992 1	HAP-FSS Escrow	306,773	0	0	0
6992 3	FSS Terminated Rec'd	(24,963)	0	0	0
	SUBTOTAL MISCELLANEOUS	20,895,323	146,808	100,000	100,000
	TOTAL	23,042,725	2,423,599	2,591,705	2,771,120

COMMUNITY DEVELOPMENT AGENCY

HOUSING		FUND 140			
Assisted Housing		Activity 133			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.16		0.16	
7640	Housing Authority Coordinator	0.75		0.75	
2720	Housing Authority Operations Supervisor	0.95		0.95	
1720	Management Analyst	0.70		0.65	
1860	Senior Housing Specialist	2.00		2.00	
1900	Housing Specialist II	8.62		8.75	
1890	Housing Specialist I	1.90		1.90	
7280	Senior Accounting Assistant	0.16		0.16	
7270	Secretary	0.19		0.19	
7330	Senior Office Assistant	2.75		2.75	
1640	Senior Receptionist	1.00		1.00	
1880	Housing Authority Aide	0.95		0.95	
1885	Housing Authority Analyst	0.87		0.70	
	TOTAL	<u>21.05</u>		<u>20.96</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	136
Housing Authority-Section 8					Activity	133
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6992	Housing Assistance Payments	0	20,863,279	21,956,265	24,556,040	
6992 1	HAP-FSS Escrow	<u>0</u>	<u>319,664</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL MISCELLANEOUS	0	21,182,943	21,956,265	24,556,040	
	TOTAL	<u><u>0</u></u>	<u><u>21,182,943</u></u>	<u><u>21,956,265</u></u>	<u><u>24,556,040</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					
Housing Authority-New Construction					
		FUND		139	
		Activity		132	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	6,828	3,490	64,290	76,855
6131	Salaries & Wages-Temporary	0	0	660	690
6141	Salaries & Wages-Overtime	60	437	1,000	2,500
6151	Retirement Plan	6	0	5,280	6,455
6161	Medicare Insurance	0	0	940	1,125
6171	Employees Insurance	0	0	9,425	10,755
6172	Retiree Health Insurance	26	18	645	1,075
6181	Compensation Insurance	0	0	705	835
6191	Other Personnel Services	3,115	3,090	1,000	2,250
6192	Audit Fees	0	0	5,000	3,500
	SUBTOTAL PERSONNEL	10,035	7,035	88,945	106,040
6211	Communications	899	995	40	500
6221	Training & Transportation	285	300	2,100	6,900
6231	Advertising	0	0	250	250
6251	Other Agency Services	187	232	30	945
6281	M&R Machinery & Equipment	0	0	0	200
6291	Other Contractual Services	1,453	0	75	7,765
	SUBTOTAL CONTRACTUAL	2,824	1,527	2,495	16,560
6391	Operating Materials & Supplies	66	53	20,115	12,370
	SUBTOTAL COMMODITIES	66	53	20,115	12,370
6511	Equipment Rental	1,485	1,780	1,780	2,000
6521	Insurance (Risk Management)	2,380	2,365	2,505	3,000
6571	Building Rental	6,695	6,815	7,160	10,000
6590	Indirect Costs	721	500	8,035	8,855
	SUBTOTAL FIXED CHARGES	11,281	11,460	19,480	23,855
6641	Machinery & Equipment	2,279	1,523	1,685	2,185
	SUBTOTAL CAPITAL	2,279	1,523	1,685	2,185
6992	Housing Assistance Payments	1,714,266	1,746,739	1,974,260	1,987,845
	SUBTOTAL MISCELLANEOUS	1,714,266	1,746,739	1,974,260	1,987,845
	TOTAL	1,740,751	1,768,337	2,106,980	2,148,855

COMMUNITY DEVELOPMENT AGENCY

HOUSING		FUND 139			
Assisted Housing		Activity 132			
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2460	Housing Division Manager	0.01		0.01	
7640	Housing Authority Coordinator	0.10		0.10	
2720	Housing Authority Operations Supervisor	0.05		0.05	
1720	Management Analyst	0.05		0.20	
1900	Housing Specialist II	0.25		0.25	
1890	Housing Specialist I	0.10		0.10	
7280	Senior Accounting Assistant	0.01		0.01	
7270	Secretary	0.01		0.01	
7330	Senior Office Assistant	0.15		0.25	
1640	Senior Receptionist	0.10		0.00	
1880	Housing Authority Aide	0.05		0.05	
1885	Housing Authority Analyst	0.05		0.00	
	TOTAL	<u>0.93</u>		<u>1.03</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	133
Housing Authority-Issuers Fees					Activity	599
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	7,566	7,372	0	0	
6141	Salaries & Wages-Overtime	0	0	0	1,000	
6151	Retirement Plan	49	0	0	0	
6161	Medicare Insurance	9	0	0	0	
6171	Employees Insurance	66	0	0	0	
6172	Retiree Health Insurance	44	150	0	0	
6181	Compensation Insurance	17	0	0	0	
6191	Other Personnel Services	0	0	500	0	
	SUBTOTAL PERSONNEL	7,751	7,522	500	1,000	
6211	Communications	0	0	1,170	1,040	
6221	Training & Transportation	0	455	820	1,150	
6231	Advertising	0	0	50	50	
6251	Other Agency Services	0	232	700	735	
6281	M&R Machinery & Equipment	0	0	180	180	
6291	Other Contractual Services	5,424	2,426	4,200	4,800	
	SUBTOTAL CONTRACTUAL	5,424	3,113	7,120	7,955	
6391	Operating Materials & Supplies	0	745	2,365	2,445	
	SUBTOTAL COMMODITIES	0	745	2,365	2,445	
6511	Equipment Rental	0	15	15	100	
6521	Insurance (Risk Management)	0	20	0	0	
6590	Indirect Costs	1,020	950	0	0	
	SUBTOTAL FIXED CHARGES	1,020	985	15	100	
6641	Machinery & Equipment	0	0	0	500	
	SUBTOTAL CAPITAL	0	0	0	500	
	TOTAL	14,195	12,365	10,000	12,000	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	405
Housing Authority-HOPWA					Activity	148
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	10,231	13,351	40,660	45,020	
6131	Salaries & Wages-Temporary	0	1,943	0	0	
6141	Salaries & Wages-Overtime	1,351	2,022	3,000	770	
6151	Retirement Plan	277	1,228	3,340	3,780	
6161	Medicare Insurance	51	188	590	655	
6171	Employees Insurance	392	1,009	3,705	4,835	
6172	Retiree Health Insurance	351	216	405	630	
6181	Compensation Insurance	52	201	425	470	
6191	Other Personnel Services	14,256	6,994	250	450	
6192	Audit Fees	0	0	0	500	
	SUBTOTAL PERSONNEL	26,961	27,152	52,375	57,110	
6211	Communications	2,248	2,487	40	0	
6221	Training & Transportation	125	1,733	2,025	2,000	
6231	Advertising	758	482	0	0	
6251	Other Agency Services	1,061	468	490	0	
6291	Other Contractual Services	14,015	4,534	0	0	
	SUBTOTAL CONTRACTUAL	18,207	9,704	2,555	2,000	
6391	Operating Materials & Supplies	924	977	1,125	275	
	SUBTOTAL COMMODITIES	924	977	1,125	275	
6511	Equipment Rental	1,050	1,305	775	0	
6521	Insurance (Risk Management)	1,685	1,740	1,095	0	
6571	Building Rental	4,740	5,010	3,130	250	
6590	Indirect Costs	1,569	2,542	5,605	7,425	
	SUBTOTAL FIXED CHARGES	9,044	10,597	10,605	7,675	
6641	Machinery & Equipment	2,989	3,532	0	0	
6661	Computer Software	0	0	50	0	
	SUBTOTAL CAPITAL	2,989	3,532	50	0	
6931	Payment to Subagents	1,117,226	817,732	780,230	934,940	
	SUBTOTAL MISCELLANEOUS	1,117,226	817,732	780,230	934,940	
	TOTAL	1,175,351	869,694	846,940	1,002,000	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
7640	Housing Authority Coordinator	0.15		0.15	
1720	Management Analyst	0.25		0.15	
1885	Housing Authority Analyst	0.05		0.15	
	TOTAL	0.45		0.45	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	405
Housing Authority-HOPWA Tenant Based Assistance					Activity	140
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	794	8,545	10,380	11,955	
6141	Salaries & Wages-Overtime	0	176	500	500	
6151	Retirement Plan	13	703	855	1,005	
6161	Medicare Insurance	2	124	150	175	
6171	Employees Insurance	32	1,566	2,125	2,195	
6172	Retiree Health Insurance	48	0	105	165	
6181	Compensation Insurance	2	87	110	125	
6191	Other Personnel Services	4,073	12,640	250	0	
	SUBTOTAL PERSONNEL	4,964	23,841	14,475	16,120	
6211	Communications	0	0	500	0	
6221	Training & Transportation	0	0	1,120	0	
6251	Other Agency Services	0	0	630	0	
6281	M&R Machinery & Equipment	0	0	225	0	
6291	Other Contractual Services	6,525	0	3,420	100	
	SUBTOTAL CONTRACTUAL	6,525	0	5,895	100	
6391	Operating Materials & Supplies	0	0	1,245	560	
	SUBTOTAL COMMODITIES	0	0	1,245	560	
6511	Equipment Rental	0	0	530	0	
6521	Insurance (Risk Management)	0	0	745	0	
6571	Building Rental	0	0	2,130	0	
6590	Indirect Costs	25	1,284	1,430	1,970	
	SUBTOTAL FIXED CHARGES	25	1,284	4,835	1,970	
6661	Computer Software	0	0	50	0	
	SUBTOTAL CAPITAL	0	0	50	0	
6931	Payment to Subagents	6,958	0	0	12,000	
6992	Housing Assistance Payments	484,179	274,567	511,500	395,250	
	SUBTOTAL MISCELLANEOUS	491,137	274,567	511,500	407,250	
	TOTAL	502,651	299,692	538,000	426,000	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
1900	Housing Specialist II	0.13		0.00		
1885	Housing Authority Analyst	0.03		0.15		
	TOTAL	0.16		0.15		

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION			PROGRAM	
Development Services			Various	
Statement of Purpose				
<p><i>To provide quality technical and financial assistance to residents, developers, investors and non-profit organizations within the residential community. To ensure the enhancement of existing housing stock and construction of new quality housing and to promote homeownership opportunities.</i></p> <p>The Development Services Program provides funds for the development and rehabilitation of residential units, encourages owners to upgrade properties that need major building system replacement or structural repair, and assists in the development of new residential units through a variety of loan programs.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Completed rehabilitation of 3 multifamily buildings with non-profits (1501 N. Ross Street/24 units, 1411 N. Durant Street/24 units and 901 E. 6th Street/24 units). * Completed the rehabilitation of two transitional living housing facilities (7 units). * Provided a nonprofit corporation with low cost loans totaling more than \$19 million for the acquisition and rehabilitation of 23 multi-family buildings (Wilshire-Minnie/17 buildings and Townsend-Raitt/5 buildings). * Awarded \$600,000 from the State of California CalHome Program to supplement the City's program for owner-occupied and mobile home rehabilitation. * Approved \$985,000 in loans to City residents for the rehabilitation of their homes. * Released a Request for Qualifications and selected a developer for the development of single-family homes on 13 Agency owned lots. * Successfully administered and implemented programs in accordance with federal and state regulations. * Preservation of 55 affordable rental units at City Gardens for an additional 55 years. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to facilitate acquisition and rehabilitation of multifamily units by nonprofit housing corporations. * Continue to provide financial and technical assistance for residential property rehabilitation. * Implement federal HOME and Tax Increment Programs to meet the goals of the Consolidated Plan and facilitate the construction of infill housing units. * Provide technical support for development and marketing of Agency-owned property. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Program inquiries received	450	450	400	500
Infill new construction units completed	0	0	0	3
Non-profit acquisition/rehabilitation loans funded	4	4	10	2
Single-family rehabilitation loans funded	4	23	12	12
Home compliance inspections completed	165	121	102	100
Efficiency				
Percentage of rehab loan funds expended on work that exceeds City of Santa Ana code requirements	60%	80%	80%	80%
Effectiveness				
Percentage of units inspected for HQS compliance by deadline.	100%	100%	100%	100%
Percentage of HOME funds committed	90%	90%	90%	90%
Percentage of delinquent and defaulted loans	8%	3%	3%	3%

COMMUNITY DEVELOPMENT AGENCY

HOUSING					
Development Services				FUND	507
				Activity	508
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	627,420	594,810	919,900	1,006,650
6131	Salaries & Wages-Temporary	88,151	80,133	162,055	171,235
6141	Salaries & Wages-Overtime	5,460	2,018	0	20,000
6151	Retirement Plan	50,678	50,027	75,560	84,560
6161	Medicare Insurance	7,093	6,735	14,970	17,080
6171	Employees Insurance	81,335	76,784	121,820	128,095
6172	Retiree Health Insurance	4,473	5,210	9,200	14,095
6181	Compensation Insurance	9,953	10,356	15,175	16,450
6191	Other Personnel Services	31,167	41,725	86,940	93,990
	SUBTOTAL PERSONNEL	905,730	867,798	1,405,620	1,552,155
6211	Communications	17,917	17,100	20,560	17,515
6221	Training & Transportation	7,838	8,579	20,885	20,620
6231	Advertising	5,582	2,737	14,500	10,000
6251	Other Agency Services	2,771	3,955	18,335	19,775
6281	M&R Machinery & Equipment	1,879	47	7,500	7,500
6291	Other Contractual Services	59,009	139,470	235,450	154,675
	SUBTOTAL CONTRACTUAL	94,996	171,888	317,230	230,085
6391	Operating Materials & Supplies	44,286	49,263	100,875	94,775
	SUBTOTAL COMMODITIES	44,286	49,263	100,875	94,775
6511	Equipment Rental	13,420	18,735	16,285	16,850
6521	Insurance (Risk Management)	85,630	89,370	94,730	101,690
6534	Computer Services	9,090	8,950	9,310	10,205
6537	IS Strategic Plan Charges	232,150	241,565	241,565	241,285
6571	Building Rental	60,275	64,485	77,860	84,700
6590	Indirect Costs	109,597	99,796	149,200	194,235
	SUBTOTAL FIXED CHARGES	510,162	522,901	588,950	648,965
6641	Machinery & Equipment	321	0	24,000	8,000
6651	Books, Records & Video	139	108	0	500
6661	1 Computer Software Exp	0	91	2,500	2,000
	SUBTOTAL CAPITAL	460	199	26,500	10,500
6951	Residential Rehab Loans	0	69,410	0	0
	SUBTOTAL MISCELLANEOUS	0	69,410	0	0
	TOTAL	1,555,634	1,681,459	2,439,175	2,536,480

COMMUNITY DEVELOPMENT AGENCY

HOUSING				FUND	507
Development Services-South Harbor Low & Mod Housing				Activity	508
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.15		0.15	
2865	Assistant Director of Community Dev	0.00		0.05	
2460	Housing Division Manager	0.57		0.57	
0520	Housing Programs Coordinator	0.70		0.75	
0605	Redevelopment Program Manager	0.50		0.50	
0600	Redevelopment Project Manager III	0.50		0.50	
0910	Housing Development Analyst	0.60		0.60	
1840	Housing Programs Analyst	0.70		0.70	
2700	Senior Residential Construction Specialist	0.80		0.85	
2710	Residential Construction Specialist	1.70		1.80	
7000	Loan Specialist	0.65		0.70	
2760	Property Rehabilitation Assistant	0.85		0.90	
7280	Senior Accounting Assistant	0.63		0.68	
7270	Secretary	0.75		0.75	
7330	Senior Office Assistant	1.80		1.85	
		<u>10.90</u>		<u>11.35</u>	
	TOTAL	<u><u>10.90</u></u>		<u><u>11.35</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING						FUND	507
Development Services - Capital Improvements						Activity	936
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
6291	Other Contractual Services	664,457	693,257	0	0		
6291	1 County Admin Fee	<u>0</u>	<u>74,788</u>	<u>0</u>	<u>0</u>		
	SUBTOTAL CONTRACTUAL	664,457	768,045	0	0		
6611	Land	1,305,428	4,691	0	0		
6615	Relocation Expense	320,754	62,596	0	0		
6631	Improvements Other Than Buildings	<u>1,249</u>	<u>4,755</u>	<u>6,865,000</u>	<u>7,850,000</u>		
	SUBTOTAL CAPITAL	1,627,431	72,042	6,865,000	7,850,000		
6951	Residential Rehab Loans	<u>5,361,274</u>	<u>8,417,214</u>	<u>6,090,000</u>	<u>6,850,000</u>		
	SUBTOTAL MISCELLANEOUS	5,361,274	8,417,214	6,090,000	6,850,000		
	TOTAL	<u><u>7,653,162</u></u>	<u><u>9,257,301</u></u>	<u><u>12,955,000</u></u>	<u><u>14,700,000</u></u>		

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	135
Development Services - CDBG					Activity	148
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6191	Other Personnel Services	<u>861</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	861	0	0	0	
6911	Reserve Appropriation	41,424	58,242	0		
6951	Residential Rehab Loans	<u>26,821</u>	<u>9,296</u>	<u>200,000</u>	<u>200,000</u>	
	SUBTOTAL MISCELLANEOUS	68,245	67,538	200,000	200,000	
	TOTAL	<u><u>69,106</u></u>	<u><u>67,538</u></u>	<u><u>200,000</u></u>	<u><u>200,000</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING		FUND 130			
Development Services - HOME		Activity 148			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	132,575	148,799	174,095	157,780
6131	Salaries & Wages-Temporary	2,390	3,466	0	0
6141	Salaries & Wages-Overtime	939	(30)	0	10,000
6151	Retirement Plan	1,186	2,956	14,300	13,255
6161	Medicare Insurance	130	466	2,400	2,290
6171	Employees Insurance	1,426	4,132	22,040	19,525
6172	Retiree Health Insurance	958	837	1,740	2,210
6181	Compensation Insurance	373	582	2,180	2,020
6191	Other Personnel Services	1,111	1,891	1,010	0
	SUBTOTAL PERSONNEL	141,088	163,099	217,765	207,080
6211	Communications	0	0	1,980	1,275
6221	Training & Transportation	660	1,570	3,250	3,250
6231	Advertising	1,236	114	2,700	2,500
6251	Other Agency Services	1,682	1,793	600	600
6281	M&R Machinery & Equipment	0	0	0	0
6291	Other Contractual Services	15,485	11,232	5,000	5,000
6294	Lease Payments	0	80	0	0
	SUBTOTAL CONTRACTUAL	19,063	14,789	13,530	12,625
6391	Operating Materials & Supplies	230	698	2,500	1,605
	SUBTOTAL COMMODITIES	230	698	2,500	1,605
6511	Equipment Rental	1,770	0	0	0
6521	Insurance (Risk Management)	11,310	13,390	14,215	7,000
6534	Computer Services	1,200	1,340	1,395	500
6537	IS Strategic Plan Charges	6,140	2,120	2,120	2,400
6571	Building Rental	7,960	9,665	0	0
6590	Indirect Costs	16,848	19,243	24,010	26,020
	SUBTOTAL FIXED CHARGES	45,228	45,758	41,740	35,920
6951	Residential Rehab Loans	1,814,393	2,606,456	2,361,135	2,232,905
	SUBTOTAL MISCELLANEOUS	1,814,393	2,606,456	2,361,135	2,232,905
	TOTAL	<u>2,020,002</u>	<u>2,830,800</u>	<u>2,636,670</u>	<u>2,490,135</u>

COMMUNITY DEVELOPMENT AGENCY

HOUSING				FUND	130
Development Services-South Harbor Low & Mod Housing				Activity	148
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2491	Deputy City Manager for Dev Services	0.05		0.05	
2460	Housing Division Manager	0.05		0.05	
0520	Housing Programs Coordinator	0.20		0.15	
0910	Housing Development Analyst	0.20		0.25	
1840	Housing Programs Analyst	0.20		0.20	
2700	Senior Residential Construction Specialist	0.20		0.15	
2710	Residential Construction Specialist	0.30		0.20	
7000	Loan Specialist	0.15		0.10	
2760	Property Rehabilitation Assistant	0.15		0.10	
7280	Senior Accounting Assistant	0.20		0.15	
7270	Secretary	0.05		0.05	
7330	Senior Office Assistant	0.20		0.15	
		<hr/>		<hr/>	
	TOTAL	<u>1.95</u>		<u>1.60</u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	130
Development Services - American Dream Downpayment Initiative					Activity	149
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	8,356	0	0	
6151	Retirement Plan	0	26	0	0	
6161	Medicare Insurance	0	1	0	0	
6171	Employees Insurance	0	46	0	0	
6172	Employees Medical Retirement	0	2	0	0	
6181	Compensation Insurance	0	3	0	0	
	SUBTOTAL PERSONNEL	<u>0</u>	<u>8,434</u>	<u>0</u>	<u>0</u>	
6291	Other Contractual Services	0	20	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>20</u>	<u>0</u>	<u>0</u>	
6590	Indirect Costs	0	977	0	0	
	SUBTOTAL FIXED CHARGES	<u>0</u>	<u>977</u>	<u>0</u>	<u>0</u>	
6951	Residential Rehab Loans	0	16,194	0	0	
	SUBTOTAL MISCELLANEOUS	<u>0</u>	<u>16,194</u>	<u>0</u>	<u>0</u>	
	TOTAL	<u><u>0</u></u>	<u><u>25,625</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

COMMUNITY DEVELOPMENT AGENCY

HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION Neighborhood Improvement	PROGRAM Various			
Statement of Purpose				
<p><i>To facilitate collaboration between agencies and the communities to ensure efficient implementation of community initiatives. To improve area conditions and overall quality of life.</i></p> <p>The Neighborhood Improvement Program (NIP) provides staff support and acts as a liaison between neighborhoods, communities and the City. NIP provides quality technical assistance and community improvements to facilitate improved communication between residents, the community and the City, and to promote a positive city image.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Continued to support neighborhood associations and the Communication Linkage Forum. * Developed assessment methodology of neighborhood association capacities. * Continued to link efforts of Business Community Watch (BCW) programs in shopping centers with surrounding neighborhood associations. * Supported Resource Network agencies through networking/recognition, strategic planning, information sharing and encouraged collaboration. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Prepare individual development plans for all 62 neighborhood associations. * Sponsor 13th Annual Celebrate Santa Ana through the Resource Network. * Partner with OC Human Relations Commission to provide neighborhood leadership program. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Residents receiving Apartment Manager training	75	75	75	75
Neighborhood association meetings	325	325	325	325
Neighborhood cleanups	50+	50+	50+	50+
Dumpsters provided	350	350	355	350
Efficiency				
Regular meetings supported by staff	250	250	275	275
Effectiveness				
Number of internet visits to Community Calendar	3,500	3,500	5,000	5,000
Number of Resource Network Agencies utilizing quarterly newsletters of Community Calendar	75	75	80	80
Frequency of Community Calendar updates	100	100	200	200
Quarterly newsletters distributed	3,150	3,150	3,200	3,200
Quarterly newsletters published	4	4	4	4

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	507
Neighborhood Improvement					Activity	509
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	239,618	150,902	352,415	372,030	
6131	Salaries & Wages-Temporary	32,186	42,774	148,135	179,835	
6141	Salaries & Wages-Overtime	16,031	14,531	20,000	20,000	
6151	Retirement Plan	16,536	13,952	35,100	31,250	
6161	Medicare Insurance	2,902	2,922	7,260	8,000	
6171	Employees Insurance	27,704	22,309	64,535	58,720	
6172	Retiree Health Insurance	1,772	1,991	3,525	5,210	
6181	Compensation Insurance	4,289	3,801	5,395	5,925	
6191	Other Personnel Services	18,566	44,390	0	0	
	SUBTOTAL PERSONNEL	359,604	297,572	636,365	680,970	
6211	Communications	14,195	13,479	11,980	10,100	
6221	Training & Transportation	2,443	3,989	11,080	7,945	
6231	Advertising	0	2,710	4,500	450	
6241	Janitorial & Housekeeping	0	0	500	0	
6251	Other Agency Services	2,718	2,832	4,080	2,775	
6281	M&R Machinery & Equipment	121	58	1,000	200	
6291	Other Contractual Services	52,026	60,736	23,500	18,100	
	SUBTOTAL CONTRACTUAL	71,503	83,804	56,640	39,570	
6391	Operating Materials & Supplies	102,464	64,187	78,240	59,545	
	SUBTOTAL COMMODITIES	102,464	64,187	78,240	59,545	
6511	Equipment Rental	10,730	13,685	11,235	11,610	
6521	Insurance (Risk Management)	65,165	69,070	73,215	73,895	
6571	Building Rental	43,980	47,790	50,180	68,310	
6590	Indirect Costs	43,751	30,513	69,025	91,000	
	SUBTOTAL FIXED CHARGES	163,626	161,058	203,655	244,815	
6651	Books, Records & Video	0	82	100	100	
6661	Computer Software	570	0	0	0	
	SUBTOTAL CAPITAL	570	82	100	100	
	TOTAL	697,767	606,703	975,000	1,025,000	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2460	Housing Division Manager	0.06		0.06	
7610	Community Development District Manager	2.35		2.35	
7620	Housing Programs Aide	0.75		0.75	
7330	Senior Office Assistant	1.70		1.70	
	TOTAL	4.86		4.86	

COMMUNITY DEVELOPMENT AGENCY

HOUSING					FUND	135
Neighborhood Improvement - CDBG					Activity	147
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	138,673	90,387	97,425	100,570	
6131	Salaries & Wages-Temporary	74,547	47,514	40,335	54,285	
6141	Salaries & Wages-Overtime	9,709	13,350	0	500	
6151	Retirement Plan	8	9,307	11,315	8,450	
6161	Medicare Insurance	2	1,846	1,995	2,245	
6171	Employees Insurance	0	14,575	16,600	14,755	
6172	Retiree Health Insurance	740	1,529	975	1,410	
6181	Compensation Insurance	1	2,214	1,590	1,765	
	SUBTOTAL PERSONNEL	223,680	180,722	170,235	183,980	
6221	Training & Transportation	0	106	0	0	
6231	Advertising	1,125	0	0	0	
6251	Other Agency Services	892	66	0	0	
6291	Other Contractual Services	5,007	9	0	0	
	SUBTOTAL CONTRACTUAL	7,024	181	0	0	
6391	Operating Materials & Supplies	33	49,112	11,080	10,755	
	SUBTOTAL COMMODITIES	33	49,112	11,080	10,755	
6571	Building Rental	12,205	13,265	13,930		
6590	Indirect Costs	7,393	6,046	4,755	5,265	
	SUBTOTAL FIXED CHARGES	19,598	19,311	18,685	5,265	
6631	Improvements Other than Buildings	0	0	50,000	50,000	
	SUBTOTAL CAPITAL	0	0	50,000	50,000	
	TOTAL	250,335	249,326	250,000	250,000	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2460	Housing Division Manager	0.05		0.05	
7610	Community Development District Manager	0.65		0.65	
7580	Housing Programs Aide	0.25		0.25	
7330	Senior Office Assistant	0.30		0.30	
	TOTAL	1.25		1.25	

COMMUNITY DEVELOPMENT AGENCY

NON-DIVISIONAL					FUND	570
					Activity	930
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	143,076	115,093	0	0	
6141	Salaries & Wages-Overtime	16	0	0	0	
6151	Retirement Plan	14,539	9,202	0	0	
6161	Medicare Insurance	1,331	572	0	0	
6171	Employees Insurance	17,971	11,734	0	0	
6172	Retiree Health Insurance	1,746	1,087	0	0	
6181	Compensation Insurance	<u>4,779</u>	<u>2,176</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL PERSONNEL	183,458	139,865	0	0	
6221	Training & Transportation	<u>1,898</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CONTRACTUAL	1,898	0	0	0	
6590	Indirect Costs	<u>21,750</u>	<u>16,941</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	21,750	16,941	0	0	
	TOTAL	<u><u>207,106</u></u>	<u><u>156,806</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT #07-8052: FEASIBILITY STUDY FOR SOUTH MAIN COMMERCIAL CORRIDOR 553-936

Conduct a feasibility study for South Main Corridor to determine the potential market for the area. This study is part of an ongoing effort to improve the marketability of South Main Street.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT #07-8052: FEASIBILITY STUDY FOR SOUTH MAIN Tax Increment	<u>30,000</u>	<u>30,000</u>
TOTAL	<u><u>30,000</u></u>	<u><u>30,000</u></u>
 EXPENDITURES		
PROJECT #07-8052: FEASIBILITY STUDY FOR SOUTH MAIN Other Contractual Services	<u>30,000</u>	<u>30,000</u>
TOTAL	<u><u>30,000</u></u>	<u><u>30,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR ACQUISITIONS 553-936

As part of the ongoing effort to enhance the south Main Commercial Corridor, funding is set aside for possible future property acquisitions.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR ACQ 553-936		
Tax Increment	<u>1,950,000</u>	<u>3,950,000</u>
TOTAL	<u><u>1,950,000</u></u>	<u><u>3,950,000</u></u>
 EXPENDITURES		
PROJECT: SOUTH MAIN COMMERCIAL CORRIDOR ACQ 553-936		
Land	<u>1,950,000</u>	<u>3,950,000</u>
TOTAL	<u><u>1,950,000</u></u>	<u><u>3,950,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT #9209: SOUTH MAIN COMMERCIAL CORRIDOR STREET IMPROVEMENTS 553-936

For the reconstruction, maintenance and repair of the South Main Commercial Corridor from First Street to Warner Street.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT #9209: SOUTH MAIN COMM'L CORRIDOR STREET IMPR 553-936		
Tax Increment	700,000	700,000
TOTAL	700,000	700,000
 EXPENDITURES		
PROJECT #9209: SOUTH MAIN COMM'L CORRIDOR STREET IMPR 553-936		
Land	700,000	700,000
TOTAL	700,000	700,000

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

PROJECT AREA

PROJECT #9208: COMMERCIAL REBATE PROGRAM 553-936

This project was established to provide funding in the form of rebates to storefront businesses in the South Main Commercial Corridor for rehabilitation of building facades.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT #9208: COMMERCIAL REBATE PROGRAM 553-936		
Tax Increment	500,000	500,000
TOTAL	500,000	500,000
 EXPENDITURES		
PROJECT #9208: COMMERCIAL REBATE PROGRAM 553-936		
Façade Rebates	500,000	500,000
TOTAL	500,000	500,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

PROJECT #06-9127: DEPOT IMPROVEMENTS 570-936

This project will upgrade facilities at the Santa Ana Depot, which will improve the exterior esthetics of the building. The Depot is a primary gateway to the City of Santa Ana and provides visitors their first impression of the city.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUE		
PROJECT #06-9127: DEPOT IMPROVEMENTS		
Tax Increment	700,000	200,000
TOTAL	700,000	200,000
 EXPENDITURES		
PROJECT #06-9127: DEPOT IMPROVEMENTS		
Land	0	100,000
Building Improvements	700,000	100,000
TOTAL	700,000	200,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

PROJECT #7170: GRAND CENTRAL BUILDING MAINTENANCE 570-936

To provide funds for major capital repairs and improvements to the Grand Central Building, currently leased to the California State University Fullerton Foundation.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT #7170: GRAND CENTRAL BUILDING Tax Increment	100,000	200,000
TOTAL	100,000	200,000
 EXPENDITURES		
PROJECT #7170: GRAND CENTRAL BUILDING Building Improvements	100,000	200,000
TOTAL	100,000	200,000

COMMUNITY DEVELOPMENT AGENCY

MERGED

PROJECT AREA

PROJECT: COMMERCIAL REBATE PROGRAM 570-936

This project was established to provide funding in the form of rebates to storefront businesses in the Central City project area for rehabilitation of building facades.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT: COMMERCIAL REBATE PROGRAM 570-936		
Tax Increment	500,000	100,000
TOTAL	500,000	100,000
 EXPENDITURES		
PROJECT: COMMERCIAL REBATE PROGRAM 570-936		
Façade Rebates	500,000	100,000
TOTAL	500,000	100,000

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT # 7018: REPLACEMENT HOUSING/INCLUSIONARY OBLIGATION 507-936

To facilitate projects and to meet federal regulations for replacement housing inclusionary obligation. A comprehensive multi-year program has been designed to acquire property and develop replacement units in partnership with private and non-profit developers.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUE		
PROJECT #7018		
Housing Set Aside Tax Increment	<u>1,000,000</u>	<u>1,500,000</u>
TOTAL	<u><u>1,000,000</u></u>	<u><u>1,500,000</u></u>
EXPENDITURES		
PROJECT #7018		
Acquisition & Development	<u>1,000,000</u>	<u>1,500,000</u>
TOTAL	<u><u>1,000,000</u></u>	<u><u>1,500,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT # 7095: SANTA ANA BOULEVARD ACQUISITIONS 507-936

This program will enhance the vital appearance of the Santa Ana Boulevard area. This area is within the larger Santa Ana Renaissance Specific Plan that is being prepared by Planning. The Specific Plan will direct the housing opportunities for the area.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUE		
PROJECT #7095		
Housing Set Aside Tax Increment	<u>2,165,000</u>	<u>3,200,000</u>
TOTAL	<u><u>2,165,000</u></u>	<u><u>3,200,000</u></u>
EXPENDITURES		
PROJECT #7095		
Acquisition & Demolition	<u>2,165,000</u>	<u>3,200,000</u>
TOTAL	<u><u>2,165,000</u></u>	<u><u>3,200,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT #7141: INFILL NEW CONSTRUCTION 507-936

The improvement plans include the development of remnant parcels due to the realignment of McFadden from Main Street east to Maple, and various agency-owned parcels throughout the city. The developments will include market rate and affordable single family homes.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUE		
PROJECT #7141		
Housing Set Aside Tax Increment	<u>1,500,000</u>	<u>1,500,000</u>
TOTAL	<u><u>1,500,000</u></u>	<u><u>1,500,000</u></u>
EXPENDITURES		
PROJECT #7141		
Acquisition & Multi-Site Development	<u>1,500,000</u>	<u>1,500,000</u>
TOTAL	<u><u>1,500,000</u></u>	<u><u>1,500,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT 04-8005: RAITT STREET INFILL 507-936

Complete design and DDA with Civic Center Barrio for affordable housing located at 415-423 S. Raitt Street.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUE		
PROJECT 04-8005: RAITT STREET INFILL 507-936		
Housing Set Aside Tax Increment	<u>250,000</u>	<u>800,000</u>
TOTAL	<u><u>250,000</u></u>	<u><u>800,000</u></u>
EXPENDITURES		
PROJECT 04-8005: RAITT STREET INFILL 507-936		
Acquisition & Development	<u>250,000</u>	<u>800,000</u>
TOTAL	<u><u>250,000</u></u>	<u><u>800,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT #7166: RELOCATION OBLIGATIONS 507-936

These payments are required to meet Federal and State mandated regulations for payment of relocation benefits.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUE		
PROJECT #7166		
Housing Set Aside Tax Increment	<u>750,000</u>	<u>850,000</u>
TOTAL	<u><u>750,000</u></u>	<u><u>850,000</u></u>
EXPENDITURES		
PROJECT #7166		
Relocation Benefits	<u>750,000</u>	<u>850,000</u>
TOTAL	<u><u>750,000</u></u>	<u><u>850,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

RESIDENTIAL PROGRAM

PROJECT #7093: NEIGHBORHOOD SPONSORED PROJECTS 135-147

Neighborhood Sponsored Projects provide information, outreach and capital projects to neighborhoods. Capital and neighborhood projects are implemented to mitigate neighborhood issues in order to meet long term neighborhood goals.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUE		
PROJECT #7093: NEIGHBORHOOD SPONSORED PROJECTS		
Community Development Block Grant	<u>50,000</u>	<u>50,000</u>
TOTAL	<u><u>50,000</u></u>	<u><u>50,000</u></u>
EXPENDITURES		
PROJECT #7093: NEIGHBORHOOD SPONSORED PROJECTS		
Implementation & Outreach	<u>50,000</u>	<u>50,000</u>
TOTAL	<u><u>50,000</u></u>	<u><u>50,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

CENTRAL CITY

OBLIGATION

1989 TAX ALLOCATION BOND SERIES B - DEBT SERVICE 517

To finance a major increase in capital projects, the Agency sold a \$63,850,000 Tax Allocation Bond issue in 1985. The structure of the issue required the remarketing of the bonds in 1991. In order to take advantage of attractive market conditions and to secure a lower interest rate for the life of the issue, the Agency issued refunding bonds in November, 1989. The \$70,000,000 issue was a 30 year issue at a net interest rate of 7.31 percent.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
517 1989 TAX ALLOCATION REFUNDING BOND SERIES B		
Investment Income - Debt Service	150,000	125,000
Transfer from Fund 402	682,190	679,020
Transfer from Fund 571	5,620,550	5,643,000
TOTAL	6,452,740	6,447,020
 EXPENDITURES		
517-939 1989 TAX ALLOCATION REFUNDING BOND SERIES B		
Bond Principal	2,320,000	2,495,000
Bond Interest	3,450,550	3,273,000
Transfer to Fund 570	682,190	679,020
TOTAL	6,452,740	6,447,020

COMMUNITY DEVELOPMENT AGENCY

CENTRAL CITY

OBLIGATION

1989 TAX ALLOCATION BONDS SERIES E - DEBT SERVICE 518

The finance structuring of the MainPlace project included a \$15,000,000 developer advance from JMB Federated. It is to be repaid by the Agency from tax increment generated by the developer's improvements at the MainPlace site. The note bears interest at 10%. In 1985, the Agency issued \$20 million bonds to refinance this debt at 7 3/8% interest rate. The structure of the issue provided for the bond proceeds to be held in escrow until the tax increment generated by the site was sufficient to support its release or December 1990, whichever occurred first. A \$21 million refunding in 1989 allowed the Agency to secure a lower interest rate and extend the life of the escrow for an additional nine years.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
518 1989 TAX ALLOCATION REFUNDING BOND SERIES E		
Investment Income - Debt Service	50,000	30,000
Transfer from Fund 402	195,585	193,900
Transfer from Fund 571	<u>1,711,315</u>	<u>1,733,945</u>
TOTAL	<u><u>1,956,900</u></u>	<u><u>1,957,845</u></u>
EXPENDITURES		
518-939 1989 TAX ALLOCATION REFUNDING BOND SERIES E		
Bond Principal	685,000	740,000
Bond Interest	1,076,315	1,023,945
Transfer to Fund 570	<u>195,585</u>	<u>193,900</u>
TOTAL	<u><u>1,956,900</u></u>	<u><u>1,957,845</u></u>

COMMUNITY DEVELOPMENT AGENCY

INTERCITY

OBLIGATION

1989 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 527

To finance a major increase in capital projects and administration, and to repay City advances in the Intercity project area, the Agency sold an \$8,000,000 Tax Allocation Bond issue in 1985. The structure of the issue required the remarketing of the bonds in 1991. In order to take advantage of attractive market conditions and to secure a lower interest rate for the life of the issue, the Agency issued refunding bonds in November 1989. The \$8,985,000 issue was a 30-year issue at a net interest rate of 7.25 percent.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
527 1989 TAX ALLOCATION REFUNDING BOND SERIES A		
Investment Income - Debt Service	1,000	20,000
Transfer from Fund 402	65,325	65,400
Transfer from fund 571	740,165	718,690
TOTAL	806,490	804,090
 EXPENDITURES		
527-939 1989 TAX ALLOCATION REFUNDING BOND SERIES A		
Bond Principal	300,000	320,000
Bond Interest	441,165	418,690
Transfer to Fund 570	65,325	65,400
TOTAL	806,490	804,090

COMMUNITY DEVELOPMENT AGENCY

SOUTH HARBOR

OBLIGATION

1989 TAX ALLOCATION BOND SERIES C - DEBT SERVICE FUND 547

To finance public improvements in the South Harbor project area, the Agency sold a \$13,650,000 Tax Allocation Bond issue in 1985. The structure of the issue required the remarketing of the bonds in 1991. In order to take advantage of attractive market conditions and to secure a lower interest rate for the life of the issue, the Agency issued refunding bonds in November, 1989. The \$15,425,000 issue was a 30-year issue at a net interest rate of 7.28 percent.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
547 1989 TAX ALLOCATION REFUNDING BOND SERIES C		
Transfer from Fund 402	239,640	243,480
Transfer from Fund 571	1,261,005	1,262,220
TOTAL	1,500,645	1,505,700
 EXPENDITURES		
547-939 1989 TAX ALLOCATION REFUNDING BOND SERIES C		
Bond Principal	515,000	555,000
Bond Interest	746,005	707,220
Transfer to Fund 570	239,640	243,480
TOTAL	1,500,645	1,505,700

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

2003 TAX ALLOCATION BOND SERIES A - DEBT SERVICE FUND 552

In May 2003, the Agency issued \$20,945,000 in Tax Allocation Bonds to fund redevelopment activities in the South Main Project Area, including the expansion of the Auto Mall.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
552 2003 TAX ALLOCATION BOND SERIES A Transfer from Fund 571	<u>1,278,850</u>	<u>1,278,325</u>
TOTAL	<u><u>1,278,850</u></u>	<u><u>1,278,325</u></u>
 EXPENDITURES		
552-939 2003 TAX ALLOCATION BOND SERIES A		
Trustee Fees	4,500	4,500
Bond Principal	490,000	500,000
Bond Interest	<u>784,350</u>	<u>773,825</u>
TOTAL	<u><u>1,278,850</u></u>	<u><u>1,278,325</u></u>

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

2003 TAX ALLOCATION REFUNDING BOND SERIES B - DEBT SERVICE FUND 558

In May 1986, the Agency issued \$23,375,000 in Tax Allocation Refunding Bonds to refinance the 1984 \$19,000,000 issue in the South Main Project Area. The original issue was structured to make payments on a note that the Santa Fe Land Company carried when the Agency purchased the Auto Mall site. In 1985, the Agency issued \$13,000,000 in Tax Allocation Bonds to finance public improvements. The structure of the issue required the remarketing of these bonds in 1990. In order to take advantage of attractive market conditions, and to secure a lower interest rate for the life of the issue, the Agency issued \$14,735,000 in refunding bonds in November, 1989. In 1993, the Agency issued \$44,650,000 in refunding bonds to defease both of the above issues and fund \$4,495,000 in new capital projects benefiting the South Main project area. In May 2003, the Agency issued \$34,145,000 in refunding bonds to defease the 1993 Tax Allocation Refunding Bond Series D.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
558 2003 TAX ALLOCATION REFUNDING BOND SERIES B		
Transfer from Fund 571	2,889,975	2,890,700
TOTAL	2,889,975	2,890,700
 EXPENDITURES		
558-939 2003 TAX ALLOCATION REFUNDING BOND SERIES B		
Trustee Fees	1,500	1,500
Bond Principal	1,600,000	1,660,000
Bond Interest	1,288,475	1,229,200
TOTAL	2,889,975	2,890,700

COMMUNITY DEVELOPMENT AGENCY

SOUTH MAIN

OBLIGATION

PROJECT #9292: COMMERCIAL OFF-STREET PARKING 553-951

In the litigation settlement regarding the implementation of the four project areas in 1982, twenty percent of the tax increment generated by the South Main Project Area was dedicated to the improvement and support of the commercial areas within the corridor along Main Street between First and Warner and the south side of First Street between Parton and Standard. This program provides funds for the leases of public parking surface lots along South Main Street.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
PROJECT #9292		
Tax Increment	<u>40,000</u>	<u>40,000</u>
TOTAL	<u><u>40,000</u></u>	<u><u>40,000</u></u>
 EXPENDITURES		
PROJECT #9292		
Off-Street Parking Leases	<u>40,000</u>	<u>40,000</u>
TOTAL	<u><u>40,000</u></u>	<u><u>40,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT #7181: DOUBLETREE HOTEL OPA PAYMENTS 570-941

In December 2000, the City of Santa Ana Community Redevelopment Agency entered into an Owner Participation Agreement with the Imperial Hotel Group to assist in the development of the proposed Doubletree Hotel by contributing property tax increment received in the South Main Project Area. The contribution will be based on a portion of the transient occupancy tax generated by the hotel. The Agency will pay this amount towards the hotel project over a 14-year term not to exceed \$8,127,437.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
PROJECT #7181		
Tax Increment	<u>700,000</u>	<u>1,000,000</u>
TOTAL	<u><u>700,000</u></u>	<u><u>1,000,000</u></u>
EXPENDITURES		
PROJECT #7181		
Other Contractual Obligations	<u>700,000</u>	<u>1,000,000</u>
TOTAL	<u><u>700,000</u></u>	<u><u>1,000,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT #7173: SYCAMORE GARAGE 570-941

This is the development of a 500+ space parking structure north of the YMCA building along Sycamore Street. The site included a parcel of Agency-owned land which was exchanged for 150 parking spaces within the garage to be used at the Agency's discretion. Currently, the 150 parking spaces are being utilized for employee parking. The Agency pays \$180,000 annually pursuant to a Disposition and Development agreement dated December 16, 2002.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUE		
PROJECT #7173		
Tax Increment	<u>180,000</u>	<u>180,000</u>
TOTAL	<u><u>180,000</u></u>	<u><u>180,000</u></u>
 EXPENDITURES		
PROJECT #7173		
Agency Assistance	<u>180,000</u>	<u>180,000</u>
TOTAL	<u><u>180,000</u></u>	<u><u>180,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT # 7020: DISCOVERY SCIENCE CENTER 570-941

The Agency entered into a Disposition and Development Agreement with the Discovery Museum of Orange County for the development of the Discovery Science Center (DSC) project. Under the terms of the contract, the Agency agreed to make ground-lease payments on behalf of DSC to the owner of the property, the Valentine/Waugh Family Trust. The annual payment will be \$135,000 for ten years from the date DSC began operations. The agreement ends in November 2008.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT # 7020		
Tax Increment	<u>135,000</u>	<u>45,000</u>
TOTAL	<u><u>135,000</u></u>	<u><u>45,000</u></u>
 EXPENDITURES		
PROJECT #7020: DISCOVERY SCIENCE CENTER		
DSC Lease Payment	<u>135,000</u>	<u>45,000</u>
TOTAL	<u><u>135,000</u></u>	<u><u>45,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT 7012: HOWE-WAFFLE HOUSE 570-941

Monthly payments of note to the County of Orange regarding the purchase of a historic real property located at 120 West Civic Center Drive.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUE		
PROJECT # 7012		
Tax Increment	<u>10,700</u>	<u>10,700</u>
TOTAL	<u><u>10,700</u></u>	<u><u>10,700</u></u>
EXPENDITURES		
PROJECT # 7012		
Payments on Note	<u>10,700</u>	<u>10,700</u>
TOTAL	<u><u>10,700</u></u>	<u><u>10,700</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED

OBLIGATION

PROJECT #7182: PHILLIPS/HUTTON 570-941

Payment of debt service for core and shell rehabilitation of the Phillips Hutton Block Building at 301, 305 and 309 W. Fourth Street in downtown Santa Ana. A Certificate of Participation was issued for \$2,800,000 in November 2002 with a net interest of 4.3%. Early redemption of the Certificate of Participation is planned in fiscal year 2008-2009.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUE		
PROJECT #7182		
Tax Increment	<u>367,115</u>	<u>1,550,000</u>
TOTAL	<u><u>367,115</u></u>	<u><u>1,550,000</u></u>
 EXPENDITURES		
PROJECT #7182		
Loan Repayment	<u>367,115</u>	<u>1,550,000</u>
TOTAL	<u><u>367,115</u></u>	<u><u>1,550,000</u></u>

COMMUNITY DEVELOPMENT AGENCY

MERGED - TAX INCREMENT

OBLIGATION

PROJECT #7484: JMB/SANTA ANA VENTURE (MAINPLACE) 571-939

The agreement between the Santa Ana Venture and the City requires the Agency to dedicate the tax increment generated by the MainPlace project in excess of the debt service payment for Series E to the repayment of the Santa Ana Venture loan. Additionally, the funds released from the Series E bonds must also be used to repay the current loan balance.

	<u>PROJECTED THRU 6/08</u>	<u>APPROVED THRU 7/08-6/09</u>
REVENUES		
PROJECT #7484		
Tax Increment	<u>775,000</u>	<u>1,307,965</u>
TOTAL	<u><u>775,000</u></u>	<u><u>1,307,965</u></u>
 EXPENDITURES		
PROJECT # 7484		
Loan Repayment	<u>775,000</u>	<u>1,307,965</u>
TOTAL	<u><u>775,000</u></u>	<u><u>1,307,965</u></u>

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES A - DEBT SERVICE FUND 402-930

Issued in June 1998 in the amount of \$65,330,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999 the Agency's 1989 Tax Allocation Bonds, Series C and B (partial).

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
402 REFUNDING REVENUE BOND SERIES A		
Bond Repayment	<u>5,960,205</u>	<u>5,960,260</u>
TOTAL	<u><u>5,960,205</u></u>	<u><u>5,960,260</u></u>
 EXPENDITURES		
402-930 REFUNDING REVENUE BOND SERIES A		
Trustee Fees	9,540	9,540
Principal	2,755,000	2,895,000
Interest	2,410,275	2,269,025
Transfer to Fund 517	545,750	543,215
Transfer to Fund 547	<u>239,640</u>	<u>243,480</u>
TOTAL	<u><u>5,960,205</u></u>	<u><u>5,960,260</u></u>

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES B - DEBT SERVICE FUND 402-931

Issued in July 1999, in the amount of \$11,485,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999, the Agency's 1989 Tax Allocation Bonds, Series B (partial).

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
402 REFUNDING REVENUE BONDS SERIES B		
Bond Repayment	1,071,350	1,069,960
TOTAL	1,071,350	1,069,960
 EXPENDITURES		
402-931 REFUNDING REVENUE BONDS SERIES B		
Trustee Fees	9,540	9,540
Bond Principal	490,000	515,000
Bond Interest	435,370	409,615
Transfer to Fund 517	136,440	135,805
TOTAL	1,071,350	1,069,960

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES C - DEBT SERVICE FUND 402-932

Issued in June 1998 in the amount of \$8,100,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999 the Agency's 1989 Tax Allocation Bonds, Series A.

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
402 REFUNDING REVENUE BONDS SERIES C		
Bond Repayment	741,165	738,690
TOTAL	741,165	738,690
 EXPENDITURES		
402-932 REFUNDING REVENUE BONDS SERIES C		
Trustee Fees	9,540	9,540
Bond Principal	340,000	355,000
Bond Interest	326,300	308,750
Transfer to Fund 527	65,325	65,400
TOTAL	741,165	738,690

COMMUNITY DEVELOPMENT AGENCY

FINANCING AUTHORITY

OBLIGATION

1998 REFUNDING REVENUE BONDS SERIES D - DEBT SERVICE FUND 402-933

Issued in September 1998, in the amount of \$19,105,000 in order to provide debt service savings to the Agency. The proceeds of the bonds were used to purchase on September 1, 1999 the Agency's 1989 Tax Allocation Bonds, Series E (Main Place Project).

	PROJECTED <u>THRU 6/08</u>	APPROVED <u>THRU 7/08-6/09</u>
REVENUES		
402 REFUNDING REVENUE BONDS SERIES D		
Bond Repayment	1,761,315	1,763,945
TOTAL	1,761,315	1,763,945
 EXPENDITURES		
402-933 REFUNDING REVENUE BONDS SERIES D		
Trustee Fees	6,000	6,000
Bond Principal	775,000	820,000
Bond Interest	784,730	744,045
Transfer to Fund 518	195,585	193,900
TOTAL	1,761,315	1,763,945

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■ SPECIAL REVENUE FUND DEFINITION

Special Revenue Funds are monies that can only be used for certain specific purposes as defined by law or administrative action. Allocation of funds will probably have a series of covenants and guidelines that the recipients must follow. Most special revenue funds are either grants or subventions from the state and federal governments designed for a variety of purposes from public safety to air quality, or to account for funds expended under a Joint Powers Agreement (e.g., Civic Center Authority Fund 74). Each special revenue fund is an independent budget with its own revenue and expenditure accounts.

■ RELATIONSHIP BETWEEN SPECIAL REVENUE AND TOTAL CITY BUDGET

All special revenue funds are grouped as a component of the larger Total City Budget as presented in table 1-6B. Approximately 80 percent of special revenue comes from the Special Gas Tax and Civic Center. Many of the Special Revenues (i.e. UASI and FACT Grants) work on a reimbursement basis and will typically result in higher expenditures than originally anticipated.

Fiscal year 08-09 Special Revenue appropriations amount to \$45,951,825 which represents a 23.6% increase over last fiscal year mainly due to Gas Tax secured COP's obtained in December of 2007 that generated over \$60M of available fund for project "Restore" (a \$100M residential street improvement project over the course of 3-5 years). These funds will be transferred annually (\$20M in 08-09 Gas Tax fund) to the Residential Street Improvement Fund located under the Capital Improvement Projects section. The Police Department will use available funds from its Urban Areas Security Initiative Grant (UASI) to help assist with the City's anti-terrorism related efforts.

Special Revenues Fund approximately 40.4 full time positions, which is an equivalent of 2.3% of the total personnel budget via grant sources like UASI, Air Quality, and Metro Medical Response Program. One Principal Management Analyst position was added under the UASI program during FY 08-09.

■ SPECIAL REVENUE FUND BEGINNING & ENDING FUND BALANCE

Special Revenue Fund balances table 5-1 illustrates the changes in fund balance. Special Revenues primarily operate on a reimbursement basis which could mean that the projected 07-08 fund balance may be understated as all revenues may not all be recorded by the time we publish this book. This may affect the departmental revenue projections for FY08-09. Both Inmate Welfare and Criminal Activities program funds are projecting a decrease in fund balance pending revenues generated by donations and sale of criminal assets

seized. Urban Areas Security Initiative Grant, Traffic Offender Program and Families & Communities Together Program Funds are also projected to have a decrease in fund balances pending the receipt of grant proceeds and reimbursements from the Feds or State. Gas Tax fund balance is anticipated to decrease by 29% or \$20million to fund the initial phase of project "Restore". Air Quality fund balance is anticipated to decrease by 45% resulting form an increase in fleet related projects funded by AQMD.

SPECIAL REVENUE FUND SUMMARY

Table 5-2 summarizes a complete listing of all Special Revenues by the department managing the fund's in descending order and are itemized below by fund number as a cross-reference. Table 5-2 presents all Special Revenue Fund sources and appropriations differently than the tables and charts presented in the Budget Summary/City Profile Section of the Budget Document. As an example, special revenues funding Capital Improvement Projects may be included as part of the CIP budget and Special Revenue Interfund transfers may be exclude to avoid double counting.

● Fund 23 Inmate Welfare Fund (PD)

This fund operates the inmate welfare fund program. Revenues are generated through donations and commissions for personal items purchased or services used by the inmates of the Santa Ana Jail.

● Fund 25 Traffic Safety Program (CMO)

Funds are collected by the courts as traffic fines are deposited into this fund. The funds are transferred as needed to the General Fund to be applied toward purposes permitted by Law.

● Fund 26 Criminal Activities (PD)

This fund enhances Police investigation, detection, prosecution of criminal activities, and drug awareness programs. Revenue comes from the sale of criminal assets seized under federal, state and municipal laws.

● Fund 29 Special Gas Tax (PWA)

Special Gas Tax fund 29 consists of all State subventions disbursed to cities and counties using a population-based formula. These funds support street maintenance activities and partially fund Select Street construction under the Capital Improvement Projects.



**SPECIAL REVENUE FUND
BEGINNING & ENDING FUND BALANCE
TABLE 5-1**

	FUND 020 TRAFFIC OFFENDER PROGRAM			FUND 023 INMATE WELFARE FUND			FUND 026 CRIMINAL ACTIVITIES		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources									
Use of Money & Property	0	0	0	7,622	7,500	10,000	66,382	0	70,000
Licenses, Permits & Fines	0	0	0	339,559	420,000	400,000	653,451	145,015	104,000
Other Revenue	0	0	470,965	0	0	0	0	0	0
Transfer's In	0	403,160	0	0	0	0	0	0	0
Total	0	403,160	470,965	347,181	427,500	410,000	719,833	145,015	174,000
Expenditures									
Public Safety	0	403,160	545,965	339,454	622,500	625,000	1,097,160	1,308,580	1,696,635
Public Works	0	0	0	0	0	0	0	0	0
Planning/Community Dev.	0	0	0	0	0	0	0	0	0
Total	0	403,160	545,965	339,454	622,500	625,000	1,097,160	1,308,580	1,696,635
Net Increase (Decrease) in Fund Balance	0	0	(75,000)	7,727	(195,000)	(215,000)	(377,327)	(1,163,565)	(1,522,635)
Beginning Fund Balance, July 1	0	0	0	180,338	188,065	(6,935)	1,891,814	1,514,487	350,922
Ending Fund Balance, June 30	0	0	(75,000)	188,065	(6,935)	(221,935)	1,514,487	350,922	(1,171,713)
	FUND 029 GAS TAX			FUND 031 AIR QUALITY MANAGEMENT					
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED			
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09			
Revenues and Other Sources									
Other Taxes	6,317,328	6,481,840	6,622,695	0	0	0			
Intergovernmental	0	0	0	533,446	420,450	419,765			
Use of Money & Property	299,634	0	300,000	21,266	22,425	20,500			
Other Revenue	0	0	0	4,950	5,040	3,200			
Bond Proceeds	0	60,827,179	0	0	0	0			
Total	6,616,962	67,309,019	6,922,695	559,662	447,915	443,465			
Expenditures									
General Government	0	0	0	297,417	292,725	574,040			
Public Works	724,900	3,550,415	6,276,900	0	0	0			
Planning/Community Dev.	0	0	0	128,358	155,190	159,580			
Transfers Out	0	2,931,425	20,356,300	0	0	0			
Total	724,900	6,481,840	26,633,200	425,775	447,915	733,620			
Net Increase (Decrease) in Fund Balance	5,892,062	60,827,179	(19,710,505)	133,887	0	(290,155)			
Beginning Fund Balance, July 1	559,334	6,451,396	67,278,575	508,596	642,483	642,483			
Ending Fund Balance, June 30	6,451,396	67,278,575	47,568,070	642,483	642,483	352,328			

- Fund 31 Air Quality Improvement (Various)**
 State Assembly Bill 2766 provides grant money to improve air quality to the following Fund 31 activities: Personnel Services (31-141), Fleet Services (31-111) and Planning & Building (31-505) as the designated fund coordinator.

- Fund 74 Civic Center Maintenance (Various)**
 Fund 74 includes Maintenance (74-242), Special Projects (74-243) and Non-Departmental (74-12), which are managed by Parks Services, and Security (74-244) which is managed by Police to provide cleaning, maintenance and security of the Civic Center common area under a City of Santa Ana and County of Orange joint powers agreement.

- Fund 125 Urban Areas Security Initiative Grant (PD)**
 This is a Department of Homeland Security grant program established to enhance security and overall preparedness to prevent, respond to, and recover from acts of terrorism. The program is described further in the funds program page.

- Fund 146 Metro Medical Response Sys. Grant (FD)**
 This fund provides for the costs of emergency repairs or demolition of dangerous buildings. Revenue comes from a General Fund transfer which is treated as a loan to Fund 121 to be repaid from proceeds of collections, as provided for in Chapter 8 of the Municipal Code.

**SPECIAL REVENUE FUND
BEGINNING & ENDING FUND BALANCE
TABLE 5-1**

	FUNDS 074 CIVIC CENTER & PARK MAINTENANCE			FUND 125 URBAN AREAS SECURITY INITIATIVE GRAN			FUND 146 METRO MEDICAL RESPONSE SYS GRANT		
	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09
Revenues and Other Sources									
Intergovernmental	2,533,916	4,684,375	4,893,320	11,685,326	4,186,000	0	689,557	0	0
Transfers In	1,509,745	1,599,085	1,599,085	0	0	0	5,500	0	0
Total	4,043,661	6,283,460	6,492,405	11,685,326	4,186,000	0	695,057	0	0
Expenditures									
Public Safety	0	0	0	11,871,751	4,990,000	7,515,000	371,864	0	0
Culture and Recreation	4,538,220	6,283,460	6,492,405	0	0	0	0	0	0
Total	4,538,220	6,283,460	6,492,405	11,871,751	4,990,000	7,515,000	371,864	0	0
Net Increase (Decrease) in Fund Balance	(494,559)	0	0	(186,425)	(804,000)	(7,515,000)	323,193	0	0
Beginning Fund Balance, July 1	179,511	(315,048)	(315,048)	(993,022)	(1,179,447)	(1,983,447)	(291,992)	31,201	31,201
Ending Fund Balance, June 30	(315,048)	(315,048)	(315,048)	(1,179,447)	(1,983,447)	(9,498,447)	31,201	31,201	31,201
	FUND 152 PUBLIC LIBRARY GRANT			FUND 165 OTS - TRAFFIC OFFENDER PROGRAM			FUND 169 PARKS, RECREATION & COMM. SVCS.		
	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09	ACTUAL FY 06-07	PROJECTED FY 07-08	ADOPTED FY 08-09
Revenues and Other Sources									
Intergovernmental	202,820	202,820	135,765	857,173	203,160	0	1,397,487	230,527	207,265
Use of Money & Property	0	0	0	0	0	0	2,972	0	0
Total	202,820	202,820	135,765	857,173	203,160	0	1,400,459	230,527	207,265
Expenditures									
Public Safety	0	0	0	698,076	403,160	0	0	0	0
Culture and Recreation	0	250,000	250,000	0	0	0	2,211,469	230,527	207,265
Total	0	250,000	250,000	698,076	403,160	0	2,211,469	230,527	207,265
Net Increase (Decrease) in Fund Balance	202,820	(47,180)	(114,235)	159,097	(200,000)	0	(811,010)	0	0
Beginning Fund Balance, July 1	768,505	971,325	924,145	572,514	731,611	531,611	(1,652,441)	(2,463,451)	(2,463,451)
Ending Fund Balance, June 30	971,325	924,145	809,910	731,611	531,611	531,611	(2,463,451)	(2,463,451)	(2,463,451)

• **Fund 152 Public Library Fund (PLF)**

Provides direct State aide to California public libraries for basic public library services. Localities may use the funds freely so long as the funds serve the public library purposes stated by law.

• **Fund 165 Traffic Offender Program (PD & PWA)**

This is a California Office of Traffic Safety grant program to target suspended/revoked and unlicensed drivers so as to reduce the incidence of fatal injury and DUI-related collisions in Santa Ana. These grant funds are used to conduct studies and activities to improve traffic safety.

• **Fund 20/169 Families & Communities Together (PRCSA)**

This is a collaborative program involving non-profit groups, grassroots organizations, and the City of Santa Ana to provide

community and other social services devoted to both preventing child abuse from prenatal stage to age 5, and treating child victims form ages 0-18 years old. This grant fund receives funding from the State General Fund Grant, The Urban Park and Recreation Recovery Fund, The State General Fund Grant, The California State Park Bond and the California Integrated Waste Management Grant.



SPECIAL REVENUE FUND SUMMARY
Table 5-2

DEPARTMENT/ AGENCY	Actual FY 06-07	Projected FY 07-08	Adopted FY 08-09	% of FY 08-09 Total	Increase (Decrease) Over Prior Year 07-08 to 08-09	
					in \$	in %
REVENUES						
20 Traffic Offender Program	0	403,160	470,965	2.8%	67,805	16.8%
23 Inmate Welfare Fund	347,181	427,500	410,000	2.5%	(17,500)	-4.1%
25 Traffic Safety Fund	1,502,844	2,000,000	1,460,000	8.7%	(540,000)	-27.0%
26-Var Criminal Activities Fund	719,833	145,015	174,000	1.0%	28,985	20.0%
29 Special Gas Tax Fund	6,616,962	6,481,840	6,922,695	41.4%	440,855	6.8%
31-Var Air Quality Improvement Fund	559,662	447,915	443,465	2.7%	(4,450)	-1.0%
74-Var Civic Center	4,043,661	6,283,460	6,492,405	38.8%	208,945	3.3%
125-Var Urban Area Security Initiative Grant	11,685,326	4,186,000	0	0.0%	(4,186,000)	n/a
146 Metro Medical Response Sys. Grant	695,057	0	0	0.0%	0	n/a
152-Public Library Grant	202,820	202,820	135,765	0.8%	(67,055)	n/a
158 Section 108 HUD Loan	0	14,000,000	0	0.0%	(14,000,000)	n/a
165 OTS - Traffic Offender Program	857,174	203,160	0	0.0%	(203,160)	n/a
169 Families & Communities Together Prgm.	1,400,458	230,527	207,265	1.2%	(23,262)	-10.1%
Revenue Grand Total	28,630,978	35,011,397	16,716,560	100.0%	(18,294,837)	-52.3%
EXPENDITURES BY DEPARTMENT						
Public Works Agency						
29-013 Special Gas Tax Fund	724,900	6,481,840	26,633,200	58.0%	20,151,360	310.9%
158 Section 108 HUD Loan	0	14,000,000	0	0.0%	(14,000,000)	n/a
Total	724,900	20,481,840	26,633,200	58.0%	6,151,360	30.0%
Fire Department						
125-320 UASI Grant	855,337	0	0	0.0%	0	n/a
146-Var Metro. Medical Response Sys. Grant	371,863	0	0	0.0%	0	n/a
Total	1,227,200	0	0	0.0%	0	n/a
Police Department						
20-336 OTS - Traffic Offender Program (PD)	0	403,160	545,965	1.2%	142,805	n/a
23-349 Inmate Welfare Fund	339,455	622,500	625,000	1.4%	2,500	0.4%
26-Var Criminal Activities	1,097,161	1,308,580	1,696,635	3.7%	388,055	29.7%
74-244 Civic Center Security	984,555	984,555	1,025,910	2.2%	41,355	4.2%
125-331/333/334 UASI Grant	10,094,476	4,990,000	7,515,000	16.4%	2,525,000	50.6%
165-Var Traffic Offender Program	698,076	403,160	0	0.0%	(403,160)	n/a
Total	13,213,723	8,711,955	11,408,510	24.8%	2,696,555	31.0%
Parks, Recreation & Community Services						
74-Var Civic Center (Maint./Capital/Non-Dept)	3,553,665	5,298,905	5,466,495	11.9%	167,590	3.2%
169-Var Families & Communities Together Prgm.	2,211,469	0	0	0.0%	0	n/a
Total	5,765,134	5,298,905	5,466,495	11.9%	167,590	3.2%
Planning & Building Agency						
31-505 Air Quality Improvement Fund	128,358	155,190	159,580	0.3%	4,390	2.8%
City Manager's Office						
25-013 Traffic Safety Fund	1,502,844	2,000,000	1,460,000	3.2%	(540,000)	-27.0%
Personnel Services Agency						
31-141 Air Quality Improvement Fund	275,252	292,725	324,040	0.7%	31,315	10.7%
Library						
152-222 Public Library Grant	0	250,000	250,000	0.5%	0	n/a
Community Development Agency						
125-067 UASI Grant	921,938	0	0	0.0%	0	n/a
Finance & Management Services - Fleet Services						
31-111 Air Quality Improvement Fund	22,165	0	250,000	0.5%	250,000	n/a
Expenditure Grand Total	23,781,514	37,190,615	45,951,825	100.0%	8,761,210	23.6%
SPECIAL REVENUE FUNDS PERSONNEL						
Number of Positions	30.50	31.42	40.42		9.00	28.6%
as % of Total City Workforce	1.8%	1.8%	2.3%			

Note: Includes Interfund Transfers

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SPECIAL REVENUE FUNDS

POLICE DEPARTMENT OTS - Traffic Offenders Program	PROGRAM 020-336
Statement of Purpose	
<p><i>To account for and monitor "program" funds received for fines imposed on vehicle drivers who are driving without a license or a suspended or revoked license.</i></p>	
<p style="text-align: center;"><u>SERVICE PROGRAM</u></p> <p>This program focuses on targeting suspended/revoked and unlicensed drivers. The program was originally funding police officers through a grant from the Office of Traffic Safety. Fines generated through the grant were set-aside to be used for the continuation of the program after the grant period.</p>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 20			
OTS - Traffic Offender Program		Activity 336			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES:					
5352-100	Traffic Offender-Program Income	0	0	0	470,965
5990-165	Transfer From Fund 165	<u>0</u>	<u>0</u>	<u>403,160</u>	<u>0</u>
	TOTAL REVENUES			403,160	470,965
EXPENDITURES:					
6111	Salaries & Wages-Regular	0	0	51,975	60,000
6141	Salaries & Wages-Overtime	0	0	56,630	76,630
6151	Retirement Plan	0	0	3,885	3,885
6161	Medicare Insurance	0	0	685	800
6171	Employees Insurance	0	0	9,500	8,000
6172	Retiree Medical Insurance	0	0	345	800
6181	Compensation Insurance	<u>0</u>	<u>0</u>	<u>500</u>	<u>700</u>
	SUBTOTAL PERSONNEL	0	0	123,520	150,815
6221	Training & Transportation	0	0	15,750	15,750
6291	Other Contractual Services	<u>0</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>
	SUBTOTAL CONTRACTUAL	0	0	30,750	30,750
6391	Other Material & Supplies	<u>0</u>	<u>0</u>	<u>40,000</u>	<u>50,000</u>
	SUBTOTAL COMMODITIES	0	0	40,000	50,000
6511	Equipment Rental, City	0	0	28,890	29,400
6590	Indirect Costs	<u>0</u>	<u>0</u>	<u></u>	<u>75,000</u>
	SUBTOTAL FIXED CHARGES	0	0	28,890	104,400
6641	Machinery & Equipment	0	0	180,000	200,000
6661	Computer Software	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>
	SUBTOTAL CAPITAL	0	0	180,000	210,000
	TOTAL EXPENDITURES	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>403,160</u></u>	<u><u>545,965</u></u>
	Transfer from Fund 165				
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7330	Senior Office Assistant	<u>1.00</u>		<u>1.00</u>	
	TOTAL	<u><u>1.00</u></u>		<u><u>1.00</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Inmate Welfare Fund	PROGRAM 023-349
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Statement of Purpose

To account for activity in the Inmate Welfare Fund.

SERVICE PROGRAM

Inmate Welfare Fund (Fund 23-349)

This program is funded through donations, profits on the sale of commissary items and commissions for personal items purchased or services used by the inmates of the Santa Ana Jail. This service is authorized by the State of California Penal Code Section 4025.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	23
Inmate Welfare Fund					Activity	349
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5799-349	Inmate Recovery	336,087	339,559	420,000	400,000	
5812	Earnings on Investment	<u>6,755</u>	<u>7,622</u>	<u>7,500</u>	<u>10,000</u>	
	TOTAL REVENUES	342,842	347,181	427,500	410,000	
6111	Salaries & Wages-Regular	86,635	73,535	139,990	107,580	
6131	Salaries & Wages-Temporary	9,462	7,283	29,059	31,500	
6141	Salaries & Wages-Overtime	778	3,288	3,000	3,000	
6151	Retirement Plan	6,886	5,878	10,731	10,350	
6161	Medicare Insurance	1,366	1,067	1,895	1,945	
6171	Employees Insurance	11,955	9,782	18,868	16,660	
6172	Retiree Medical Insurance	0	594	634	955	
6181	Compensation Insurance	<u>2,594</u>	<u>2,179</u>	<u>3,451</u>	<u>3,560</u>	
	SUBTOTAL PERSONNEL	119,676	103,606	207,628	175,550	
6211	Communication	120	0	0	0	
6221	Training & Transportation	97	50	0	0	
6291	Other Contractual Services	<u>157,862</u>	<u>74,735</u>	<u>200,437</u>	<u>238,640</u>	
	SUBTOTAL CONTRACTUAL	158,079	74,785	200,437	238,640	
6391	Other Material & Supplies	<u>135,667</u>	<u>130,187</u>	<u>150,000</u>	<u>150,000</u>	
	SUBTOTAL COMMODITIES	135,667	130,187	150,000	150,000	
6590	Indirect Costs	<u>7,018</u>	<u>7,255</u>	<u>14,435</u>	<u>10,810</u>	
	SUBTOTAL FIXED CHARGES	7,018	7,255	14,435	10,810	
6641	Machinery & Equipment	9,784	23,220	50,000	50,000	
6661	Computer Software	<u>715</u>	<u>402</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	10,499	23,622	50,000	50,000	
	TOTAL	<u><u>430,939</u></u>	<u><u>339,455</u></u>	<u><u>622,500</u></u>	<u><u>625,000</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
7629	Correctional Supervisor	<u>1.00</u>		<u>1.00</u>		
	TOTAL	<u><u>1.00</u></u>		<u><u>1.00</u></u>		

SPECIAL REVENUE FUNDS

Traffic Safety Fund	PROGRAM			Fund 25-013
PURPOSE: Receipts collected by the courts as traffic fines are deposited into this fund. The money is transferred as needed to the General Fund to be applied toward those purposes permitted by law.				
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES				
25 TRAFFIC SAFETY FUND				
5211 Court Fines Traffic	1,712,235	1,502,844	2,000,000	1,460,000
TOTAL TRAFFIC SAFETY FUND	<u>1,712,235</u>	<u>1,502,844</u>	<u>2,000,000</u>	<u>1,460,000</u>
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES				
25-013 INTERFUND TRANSFER				
6800-11 Transfer to Fund 11	1,712,235	1,502,844	2,000,000	1,460,000
TOTAL INTERFUND TRANSFER	<u>1,712,235</u>	<u>1,502,844</u>	<u>2,000,000</u>	<u>1,460,000</u>

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

POLICE DEPARTMENT		FUND 26			
Criminal Activity - All Activities		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5621	Expense Reimbursement	0	96,784	84,000	84,000
5698	Evidence Recoveries	0	0	0	0
5698-100	Evidence Recov/Federal	11,180	0	0	0
5698-125	Evidence Recov/DOJ	274,603	464,292	0	0
5698-150	Evidence Recoveries/US Treasury	0	49,201	0	0
5698-200	Evidence Recoveries/ State	293,482	14,145	41,015	0
5698-210	Evidence Recoveries/ State - 15%	52,777	10,364	0	0
5799	Miscellaneous Recoveries	40,682	18,665	20,000	20,000
5812	Earnings on Investment	64,017	66,382	0	70,000
	TOTAL REVENUES	<u>736,740</u>	<u>719,833</u>	<u>145,015</u>	<u>174,000</u>
EXPENDITURES					
26-340	Criminal Activity - CA	486,341	288,389	741,015	718,735
26-342	Criminal Activity - General	169,409	395,487	427,565	377,900
26-343	Criminal Activity - DOJ	0	373,146	140,000	425,000
26-344	Criminal Activity - DOT	0	39,476	0	125,000
26-345	Criminal Activity - State 15%	0	663	0	50,000
	TOTAL EXPENDITURES	<u>655,750</u>	<u>1,097,161</u>	<u>1,308,580</u>	<u>1,696,635</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	<u>2.00</u>		<u>2.00</u>	
	TOTAL	<u>3.00</u>		<u>3.00</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Criminal Activities - All Activities	PROGRAM 26 - Various
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Statement of Purpose

To enhance the investigation, detection and prosecution of drug-related criminal activities.

These programs are funded by criminal assets which are seized under existing municipal, state and federal laws.

SERVICE PROGRAM

CRIMINAL ACTIVITIES - STATE (Fund 26-340)

This program is funded through asset seizures processed through the State of California and state laws.

CRIMINAL ACTIVITIES - GENERAL (Fund 26-342)

This program is funded through "pass-thru" asset seizures processed through active participation with other law enforcement agencies.

CRIMINAL ACTIVITIES - DEPT. OF JUSTICE (Fund 26-343)

This program is funded through "pass-thru" asset seizures processed through U.S. Dept. of Justice agencies which the SAPD participated on.

CRIMINAL ACTIVITIES - DEPT. OF TREASURY (Fund 26-344)

This program is funded through "pass-thru" asset seizures processed through U.S. Dept. of Treasury agencies which the SAPD participated on.

CRIMINAL ACTIVITIES - STATE 15% SET-ASIDE (Fund 26-345)

This program is funded through asset seizures processed through the State of California and state laws. The State of California requires a 15% set-aside from all state seizures proceeds to be used for drug awareness education and training in the local community.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - CA					Activity	340
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	309,274	216,911	384,600	375,410	
6131	Salaries & Wages-Temporary	0	0	0	0	
6141	Salaries & Wages-Overtime	35,935	0	150,000	150,000	
6151	Retirement Plan	66,798	13,418	94,225	85,400	
6161	Medicare Insurance	477	4,040	5,580	4,955	
6171	Employees Insurance	33,220	0	38,500	43,655	
6172	Retiree Medical Insurance	0	1,731	1,575	2,950	
6181	Compensation Insurance	<u>23,951</u>	<u>10,324</u>	<u>31,535</u>	<u>28,015</u>	
	SUBTOTAL PERSONNEL	469,655	246,424	706,015	690,385	
6391	Other Material & Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL COMMODITIES	0	0	0	0	
6537	Information System Strategic Plan	0	0	0	0	
6590	Indirect Costs	<u>16,686</u>	<u>41,965</u>	<u>35,000</u>	<u>28,350</u>	
	SUBTOTAL FIXED CHARGES	16,686	41,965	35,000	28,350	
	TOTAL	<u><u>486,341</u></u>	<u><u>288,389</u></u>	<u><u>741,015</u></u>	<u><u>718,735</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3350	Police Lieutenant	1.00		1.00		
3400	Police Sergeant	<u>2.00</u>		<u>2.00</u>		
	TOTAL	<u><u>3.00</u></u>		<u><u>3.00</u></u>		

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - General					Activity	342
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	123,595	0	0	0
6141	Salaries & Wages-Overtime	0	0	200,000	150,000	150,000
6151	Retirement Plan	0	61,258	0	0	0
6161	Medicare Insurance	0	0	0	0	0
6171	Employees Insurance	0	35,476	0	0	0
6181	Compensation Insurance	0	18,020	0	0	0
6193	Special Enforcement	0	0	150,000	150,000	150,000
	SUBTOTAL PERSONNEL	0	238,349	350,000	300,000	300,000
6291	Other Contractual Services	2,965	4,314	0	0	0
	SUBTOTAL CONTRACTUAL	2,965	4,314	0	0	0
6391	Other Material & Supplies	25,882	407	0	0	0
	SUBTOTAL COMMODITIES	25,882	407	0	0	0
6511	Equipment Rental, City	21,355	22,365	17,575	17,910	17,910
6537	Information System Strategic Plan	59,990	59,990	59,990	59,990	59,990
6590	Indirect Costs	8,411	2,299	0	0	0
	SUBTOTAL FIXED CHARGES	89,756	84,654	77,565	77,900	77,900
6641	Machinery & Equipment	50,806	67,763	0	0	0
	SUBTOTAL CAPITAL	50,806	67,763	0	0	0
	TOTAL	<u>169,409</u>	<u>395,487</u>	<u>427,565</u>	<u>377,900</u>	<u>377,900</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - DOJ					Activity	343
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6141	Salaries & Wages-Overtime	<u>0</u>	<u>141,216</u>	<u>140,000</u>	<u>400,000</u>	
	SUBTOTAL PERSONNEL	0	141,216	140,000	400,000	
6391	Other Materials & Supplies	<u>0</u>	<u>54,042</u>	<u>0</u>	<u>25,000</u>	
	SUBTOTAL COMMODITIES	0	54,042	0	25,000	
6590	Indirect Costs	<u>0</u>	<u>49</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL FIXED CHARGES	0	49	0	0	
6641	Machinery & Equipment	<u>0</u>	<u>177,839</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	0	177,839	0	0	
	TOTAL	<u><u>0</u></u>	<u><u>373,146</u></u>	<u><u>140,000</u></u>	<u><u>425,000</u></u>	

POLICE DEPARTMENT					FUND	26
Criminal Activity - DOT					Activity	344
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6141	Salaries & Wages-Overtime	<u>0</u>	<u>14,905</u>	<u>0</u>	<u>100,000</u>	
	SUBTOTAL PERSONNEL	0	14,905	0	100,000	
6391	Other Materials & Supplies	<u>0</u>	<u>5,727</u>	<u>0</u>	<u>25,000</u>	
	SUBTOTAL COMMODITIES	0	5,727	0	25,000	
6641	Machinery & Equipment	<u>0</u>	<u>18,844</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL CAPITAL	0	18,844	0	0	
	TOTAL	<u><u>0</u></u>	<u><u>39,476</u></u>	<u><u>0</u></u>	<u><u>125,000</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	26
Criminal Activity - CA 15% Set-aside					Activity	345
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6391	Other Material & Supplies	<u>0</u>	<u>663</u>	<u>0</u>	<u>50,000</u>	
	SUBTOTAL COMMODITIES	0	663	0	50,000	
	TOTAL	<u><u>0</u></u>	<u><u>663</u></u>	<u><u>0</u></u>	<u><u>50,000</u></u>	

**SPECIAL REVENUE FUND
DEPARTMENT RESOURCE SUMMARY**

PUBLIC WORKS AGENCY

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES:					
5331 Gas Tax Apportionment (2105)	2,145,440	2,144,182	2,181,840	2,240,891	
5331 Gas Tax Apportionment (2106)	1,312,653	1,320,288	1,340,000	1,386,302	
5331 Gas Tax Apportionment (2107)	2,861,367	2,852,859	2,960,000	2,995,502	
5812 Earnings on Investments	49,595	299,634	0	300,000	
5821 Sale of Land	1,296,696	0	0		
TOTAL	7,665,751	6,616,962	6,481,840	6,922,695	
EXPENDITURES:					
29-013 Interfund Transfers	7,962,513	724,900	6,481,840	20,356,300	
29-613 Gas Tax Residential Street Imp. Debt Service	0	0	0	3,082,785	
29-621 Traffic Signal Maintenance	0	0	0	1,014,315	
29-631 Roadway Maintenance	0	0	0	1,604,515	
29-637 Median Landscaping	0	0	0	575,285	
TOTAL	7,962,513	724,900	6,481,840	26,633,200	
OPERATING EXPENSE	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6100 Personnel	0	0	0	0	
6200 Contractual	0	0	0	3,126,540	
6500 Fixed Charges	0	0	0	67,575	
6700 Debt Service	0	0	0	3,082,785	
6800 Interfund Transfers	7,962,513	724,900	6,481,840	20,356,300	
TOTAL	7,962,513	724,900	6,481,840	26,633,200	
Class Code	ADOPTED FY 07-08		APPROVED FY 08-09		
	AUTHORIZED PERSONNEL	Full Time	Part Time	Full Time	Part Time
4240 Equipment Operator-Street	0.00		2.00		
4060 Maintenance Worker II	0.00		6.00		
4040 Public Works Crew Leader	0.00		1.00		
TOTAL	0.00	0.00	9.00		0.00

SPECIAL REVENUE FUNDS

Special Gas Tax Fund

PROGRAM

Fund 29-013

PURPOSE: California Streets & Highway Code Section 2105 provides apportionments to cities and counties of a portion of the revenues derived from a per gallon tax on motor vehicle fuels in accordance with prescribed formulas. A city's or county's entitlement to the apportioned funds is conditional upon its expenditures from its general fund for street and highway purposes for an amount not less than the annual average of its expenditures during the 1987-88, 1988-89, and 1989-90 fiscal years.

California Streets & Highways Code Section 2106 (a) provides that each city in the state shall receive a fixed monthly apportionment of \$400 (\$4,800 per year). In addition to this fixed amount, under Section 2106 (c.) after counties receive their portion of the overall base sum, the balance will be apportioned on a monthly basis to cities for use during the 2002-2003 fiscal year.

California Streets & Highways Code Section 2107 provides for the monthly apportionment of a sum equal to \$0.00725 per gallon of motor vehicle license tax among cities, based on population. In addition, SB215 (Chapter 541, Statutes of 1981) provided for a one-time appropriation of \$59 million to be allocated to cities in fiscal year 1982-83. Beginning in fiscal year 1983-84, cities now receive \$0.01 of the \$0.02 increase in gas taxes pursuant to SB 215.

EXPENDITURES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
29-013 INTERFUND TRANSFER				
6800-11 Transfer to Fund 11	3,550,415	0	3,550,415	0
6800-58 Transfer to Fund 58	0	16,667	0	20,000,000
6800-59 Transfer to Fund 59	4,402,098	698,233	2,931,425	356,300
6800-86 Transfer to Fund 86	10,000	10,000	0	0
TOTAL INTERFUND TRANSFERS	7,962,513	724,900	6,481,840	20,356,300

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Gas Tax Residential Street Improvement Debt Service		FUND 29 Activity 613			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6781	Bond Principal	0	0	0	0
6791	Bond Interest	0	0	0	3,082,785
	SUBTOTAL DEBT SERVICE	----- 0	----- 0	----- 0	----- 3,082,785
	TOTAL	===== 0	===== 0	===== 0	===== 3,082,785

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY	PROGRAM			
Traffic Signal Maintenance	29-621			
Statement of Purpose				
<i>To facilitate the operation and maintenance of the advanced traffic management system including the Citywide traffic signal network, Santa Ana Traffic Management Center, the Integrated Traveler Information Sharing System, and kiosks at City Hall and the Regional Transportation Center.</i>				
Accomplishments in FY 06-07 & 07-08				
<i>Prior to FY 08/09, this activity was budgeted in General Fund Program 11-621.</i>				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to maintain all traffic signals in good working condition and minimize signal malfunction or down time. * Continue traffic signal field equipment inventory. * Complete inventory of surplus traffic signal poles and mast arms at Centennial Storage Yard. * Complete inventory of surplus and stocked traffic signal equipment at the Signal Maintenance Shop. * Upgrade and equip Signal Maintenance Shop with proper testing equipment. * Continue to replace damaged illuminated street name signs with reflectorized street name signs. * Continue to replace outdated and non-compatible signal hardware, including conflict monitors, as funds are available. * Continue to replace regular pedestrian push buttons with ADA compliance pedestrian push buttons Citywide. * Continue to replace burned-out incandescent pedestrian modules with LED modules. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of traffic signals operated and maintained	N/A	N/A	N/A	285
# of traffic signals in City maintained by others	N/A	N/A	N/A	32
# of CCTV cameras operated and maintained	N/A	N/A	N/A	1
# of Emergency Vehicle Preemptions maintained	N/A	N/A	N/A	129
# of changeable message signs maintained	N/A	N/A	N/A	10
# of Highway Advisory Radios maintained	N/A	N/A	N/A	0
# of Highway Advisory Telephones maintained	N/A	N/A	N/A	1
# of audible traffic signals maintained	N/A	N/A	N/A	2
# of flashing crosswalks maintained	N/A	N/A	N/A	7
# of street name signs replaced	N/A	N/A	N/A	20
# of flashing beacons maintained	N/A	N/A	N/A	5
# of interactive kiosks maintained	N/A	N/A	N/A	3
# of Video Imaging Detector systems maintained	N/A	N/A	N/A	48
# of protected-permissive traffic signals	N/A	N/A	N/A	15
# of conflict monitors replaced	N/A	N/A	N/A	0
# of traffic signal controllers upgraded to 2070	N/A	N/A	N/A	4
Efficiency				
Average annual maintenance cost in dollars per traffic signal (including energy cost)	N/A	N/A	N/A	3600

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY		FUND 29			
Traffic Signal Maintenance		Activity 621			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6201	Utilities	0	0	0	160,000
6271	M&R Improvements	0	0	0	689,205
6291	Other Contractual Services	0	0	0	105,000
	SUBTOTAL CONTRACTUAL	----- 0	----- 0	----- 0	----- 954,205
6511	Equipment Rental, City	0	0	0	6,015
6521	Insurance (Risk Management)	0	0	0	47,855
6572	City Yard Operations	0	0	0	6,240
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 0	----- 60,110
	TOTAL	===== 0	===== 0	===== 0	===== 1,014,315
<p>Prior to FY 08/09, this activity was budgeted in General Fund Program 11-621.</p>					

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY Roadway Maintenance	PROGRAM 29-631																												
Statement of Purpose																													
<i>To provide safe and well-maintained roadways and sidewalks through the implementation and use of state-of-the-art equipment and the latest maintenance techniques.</i>																													
Accomplishments in FY 06-07 & 07-08																													
<i>Prior to FY 08/09, most of this activity was budgeted in General Fund Program 11-631.</i>																													
Action Plan for FY 2008-09																													
<ul style="list-style-type: none"> * Extend contracts for annual asphalt roadway maintenance and pothole repair/sidewalk ramping, and sidewalk offset grinding. * Continue developing with Design a preventive maintenance schedule which includes slurry-sealing and crack-sealing of main arterials and secondary streets that have been resurfaced within the last five to ten years. * Continue to increase sidewalk grinding versus asphalt ramping and maintain the current two-year grinding cycle. * Continue to keep water/sewer-cut repair response time to under 30 days. * Maintain current level of response to pothole complaints through increased vigilance and knowledge of potential pavement failure areas. * Continue preventive maintenance measures of crack-sealing major arterials, including 1st Street, Edinger Avenue, Fairview Street, Grand Avenue, Harbor Boulevard, MacArthur Boulevard, and McFadden Avenue. 																													
PERFORMANCE MEASURES	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;">Actual</th> <th style="width: 25%; text-align: center;">Actual</th> <th style="width: 25%; text-align: center;">Estimated</th> </tr> <tr> <th></th> <th style="text-align: center;">FY 05-06</th> <th style="text-align: center;">FY 06-07</th> <th style="text-align: center;">FY 07-08</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Service Level</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Tons of asphalt concrete (AC) - street patching</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="padding: 5px;">Potholes filled (locations)</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="padding: 5px;">Crack sealing used (lin. feet)</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td style="padding: 5px;">Sidewalk patching (sq. feet)</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> </tbody> </table>		Actual	Actual	Estimated		FY 05-06	FY 06-07	FY 07-08	Service Level				Tons of asphalt concrete (AC) - street patching	N/A	N/A	N/A	Potholes filled (locations)	N/A	N/A	N/A	Crack sealing used (lin. feet)	N/A	N/A	N/A	Sidewalk patching (sq. feet)	N/A	N/A	N/A
	Actual	Actual	Estimated																										
	FY 05-06	FY 06-07	FY 07-08																										
Service Level																													
Tons of asphalt concrete (AC) - street patching	N/A	N/A	N/A																										
Potholes filled (locations)	N/A	N/A	N/A																										
Crack sealing used (lin. feet)	N/A	N/A	N/A																										
Sidewalk patching (sq. feet)	N/A	N/A	N/A																										

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY					FUND	29
Roadway Maintenance					Activity	631
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	0	0	0	1,604,515	
	SUBTOTAL CONTRACTUAL	0	0	0	1,604,515	
	TOTAL	0	0	0	1,604,515	
<p>Prior to FY 08/09, most of this activity was budgeted in General Fund Program 11-631.</p>						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		PROPOSED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
4240	Equipment Operator-Street	0.00		2.00		
4060	Maintenance Worker II	0.00		6.00		
4040	Public Works Crew Leader	0.00		1.00		
	TOTAL	0.00		9.00		

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY
Median Landscaping

PROGRAM
29-637

Statement of Purpose

To provide the City of Santa Ana with quality landscape median maintenance.

This program includes the design review, maintenance, and improvement of landscaped medians to improve traffic flow and enhance the City's beautification efforts.

Accomplishments in FY 06-07 & 07-08

Prior to FY 08/09, this activity was budgeted in General Fund Program 11-637.

Action Plan for FY 2008-09

- * Maintain existing median landscaping.
- * Identify electric and water saving devices to maximize irrigation efficiency.
- * Assume maintenance responsibilities for medians and landscaped areas on Bristol from Pine to 3rd Streets, First Street Bridge, First Street at Tustin, Flower Street, Lincoln Doubletrack, and Edinger Avenue.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of neighborhood monuments maintained	N/A	N/A	N/A	47
# of street medians maintained	N/A	N/A	N/A	28
# of arterial sidewalks maintained	N/A	N/A	N/A	13
# of water reservoir areas maintained	N/A	N/A	N/A	6
# of parking structure and lots maintained	N/A	N/A	N/A	1
# of miscellaneous areas maintained	N/A	N/A	N/A	25
# of annual color areas maintained	N/A	N/A	N/A	11
Efficiency				
Annual irrigation cost in dollars	N/A	N/A	N/A	307,000
Annual maintenance cost in dollars	N/A	N/A	N/A	537,820
Square footage of landscaping maintained	N/A	N/A	N/A	3,167,416
Irrigation costs per sq. foot of landscaping	N/A	N/A	N/A	\$0.10
Maintenance costs per sq. foot of landscape area	N/A	N/A	N/A	\$0.17

SPECIAL REVENUE FUND

PUBLIC WORKS AGENCY					FUND	29
Median Landscaping					Activity	637
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6201	Utilities	0	0	0	30,000	
6261	M&R Buildings & Grounds	0	0	0	537,820	
	SUBTOTAL CONTRACTUAL	----- 0	----- 0	----- 0	----- 567,820	
6534	Information Services Charges	0	0	0	7,465	
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 0	----- 7,465	
	TOTAL	===== 0	===== 0	===== 0	===== 575,285	
<p>Prior to FY 08/09, this activity was budgeted in General Fund Program 11-637.</p>						

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Air Quality Improvement		FUND 31 Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5360	AQMD AB 2766	424,322	533,446	420,450	419,765
5799	Miscellaneous Recoveries	3,960	4,950	5,040	3,200
5812	Earnings on Investments	20,938	21,266	22,425	20,500
	TOTAL REVENUES	<u>449,220</u>	<u>559,662</u>	<u>447,915</u>	<u>443,465</u>
EXPENDITURES					
31-111	Fleet Services	122,420	22,165	0	250,000
31-141	Personnel	183,922	275,252	292,725	324,040
31-505	Planning & Building	137,761	128,358	155,190	159,580
	TOTAL EXPENDITURES	<u>444,103</u>	<u>425,775</u>	<u>447,915</u>	<u>733,620</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0470	Benefits & Compensations Manager	0.10		0.10	
1540	Senior Personnel Analyst	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25		0.25	
7070	Personnel Services Specialist (PTCS)	1.00		1.00	
250	Planning Manager	0.07		0.07	
81	Principal Planner	0.00		0.00	
247	Senior Planner	0.15		0.15	
245	Associate Planner	0.75		0.75	
733	Senior Office Assistant	0.35		0.35	
	TOTAL	<u>3.42</u>	<u>0.00</u>	<u>3.42</u>	<u>0.00</u>

SPECIAL REVENUE FUNDS

FLEET SERVICES					FUND	31
Air Quality Fund					Activity	111
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contract Services	0	0	0	0	
	SUBTOTAL CONTRACTUAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6391	Other Material & Supplies	0	0	0	0	
	SUBTOTAL COMMODITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6631	Improvements Other Than Buildings	0	22,165	0	0	
6641	Machinery & Equipment	122,420	0	0	250,000	
	SUBTOTAL FIXED CHARGES	<u>122,420</u>	<u>22,165</u>	<u>0</u>	<u>250,000</u>	
	TOTAL	<u><u>122,420</u></u>	<u><u>22,165</u></u>	<u><u>0</u></u>	<u><u>250,000</u></u>	

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES	PROGRAM			
Air Quality Fund	31-141			
Statement of Purpose				
<p><i>To provide responsive, efficient services to City employees to achieve the South Coast Air Quality Management District (SCAQMD) Average Vehicle Ridership (AVR) goal of 1.5 persons per vehicle to attain federal/state air quality standards.</i></p> <p>This program is responsible for the development, implementation, monitoring, and evaluation of the City's Employee Commute Reduction Program. Major components include promoting alternate transportation modes and associated air quality and health benefits; implementing the City's SCAQMD-approved incentive programs; monitoring employee participation; conducting annual AVR (Average Vehicle Ridership) survey; and preparing Employee Commute Reduction Program for annual analysis and submission to SCAQMD.</p>				
Accomplishments in FY 07-08				
<ul style="list-style-type: none"> * Prepared City's 2007 Annual Analysis of the Employee Commute Reduction Program. * Marketed approved Program through promotional fliers, Blue Skies newsletter, and oral presentations. * Hosted jointly (with Benefits Division) the City's Annual Transportation/Benefits Faire. * Conducted annual AVR and Southern California Rideshare survey. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Promote alternate transportation modes through informational meetings, fliers, Kiosk system, and the Annual Transportation/Benefits Faire. * Continue to monitor and evaluate employee participation in incentive programs. * Conduct annual AVR & Commuter survey and prepare 2008 Annual Analysis of the Employee Commute Reduction Program. * Participate in inter-departmental air quality trip reduction initiatives. * Ensure City compliance with laws and regulations related to AQMD's Rule 2202. 				
PERFORMANCE MEASURES	Actual	Actual	Estimate	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
% of new employees receiving Work Trip Reduction Program (TRP) information.	100%	100%	100%	100%
% of employees completing annual Average Vehicle Ridership (AVR) and Commuter surveys.	100%	100%	100%	100%
# of employees:				
attending TRP informational presentations (NEO)	151	104	150	150
receiving custom transit route planners/matchlists	316	175	225	225
Efficiency				
% of employee requests for information answered within 3 working days	100%	100%	100%	100%
% of employee incentives processed within 15 working days of timely submission.	100%	100%	100%	100%
Effectiveness				
City Average Vehicle Ridership (AVR)	1.48	1.37	1.5	1.5

SPECIAL REVENUE FUNDS

PERSONNEL SERVICES		FUND 31			
Air Quality Fund		Activity 141			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	60,759	109,090	131,620	138,820
6131	Salaries & Wages-Temporary	14,330	27,382	0	16,890
6141	Salaries & Wages-Overtime	0	0	1,000	1,000
6151	Retirement Plan	4,829	10,196	10,400	11,875
6161	Medicare Insurance	1,080	1,965	1,835	2,185
6171	Employees Insurance	6,890	12,433	16,565	20,075
6172	Retiree Health Insurance	777	980	1,265	1,875
6181	Compensation Insurance	1,118	2,462	1,805	2,100
6191	Other Personnel Services	73,429	82,506	100,595	100,595
	SUBTOTAL PERSONNEL	<u>163,211</u>	<u>247,015</u>	<u>265,085</u>	<u>295,415</u>
6211	Communications	120	360	525	525
6221	Training & Transportation	651	213	3,425	3,425
6231	Advertising	785	2,077	2,640	2,640
6251	Other Agency Services	1,335	1,469	3,930	3,930
6291	Other Contract Services	0	443	0	0
	SUBTOTAL CONTRACTUAL	<u>2,892</u>	<u>4,562</u>	<u>10,520</u>	<u>10,520</u>
6391	Other Material & Supplies	3,703	4,091	9,740	9,740
	SUBTOTAL COMMODITIES	<u>3,703</u>	<u>4,091</u>	<u>9,740</u>	<u>9,740</u>
6537	Information Services Strategic Plan	6,755	6,755	0	0
6590	Indirect Operating Expenses	7,360	12,829	7,380	8,365
	SUBTOTAL FIXED CHARGES	<u>14,115</u>	<u>19,584</u>	<u>7,380</u>	<u>8,365</u>
	TOTAL	<u><u>183,922</u></u>	<u><u>275,252</u></u>	<u><u>292,725</u></u>	<u><u>324,040</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0470	Benefits & Compensations Manager	0.10		0.10	
1540	Senior Personnel Analyst	0.25		0.25	
0770	Sr. Personnel Technician	0.50		0.50	
1006	Web Systems Technician	0.25		0.25	
7070	Personnel Services Specialist	1.00		1.00	
8100	Senior Administrative Intern		0.00		1.00
	TOTAL	<u>2.10</u>	<u>0.00</u>	<u>2.10</u>	<u>1.00</u>
	<i>75% of Web Systems Technician is funded In IS Strategic Plan</i>				

SPECIAL REVENUE FUNDS

PLANNING AND BUILDING AGENCY
Air Quality Improvement Trust Fund

PROGRAM
31-505

Statement of Purpose

To formulate and coordinate policies and programs and assist in the improvement of the City's air quality.

The Planning Division of the Planning and Building Agency has been assigned the responsibility of formulating and coordinating the City's air quality improvement policies and programs. This lead role involves participation in a number of regional planning and air quality groups/activities. These groups include the Orange County Council of Government Technical Advisory Committee and the Air Quality Working Group. The Air Quality Trust Fund covers a majority of the costs to facilitate these efforts, and also funds miscellaneous air quality improvement projects.

SERVICE PROGRAM

AIR QUALITY IMPROVEMENT PLAN

Planning staff assumes the lead role in coordinating the City's air quality improvement activities. This includes identifying goals, policies, programs, and funding source(s) for local implementation of Federal and State ambient air quality goals. The City builds upon the analysis and findings of the ongoing Technical Advisory Committee of the Orange County Council of Governments.

SPECIAL REVENUE FUNDS

PLANNING & BUILDING AGENCY		FUND 31			
Air Quality Improvement Fund		Activity 505			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	100,994	93,542	114,305	123,105
6151	Retirement Plan	8,064	7,686	9,390	10,340
6161	Medicare Insurance	1,317	1,060	1,655	1,785
6171	Employees Insurance	12,895	12,522	15,585	13,945
6172	Retiree Medical Insurance	828	171	1,040	1,040
6181	Compensation Insurance	1,276	1,233	1,380	1,485
	SUBTOTAL PERSONNEL	<u>125,374</u>	<u>116,214</u>	<u>143,355</u>	<u>151,700</u>
6251	Other Agency Services	0	0	0	0
6291	Other Contractual Services	2,516	1,857	0	0
	SUBTOTAL CONTRACTUAL	<u>2,516</u>	<u>1,857</u>	<u>0</u>	<u>0</u>
6537	Info. Svcs. Strategic Plan Charges	4,700	4,700	4,700	0
6590	Indirect Operating Expenses	5,171	5,587	7,135	7,880
	SUBTOTAL FIXED CHARGES	<u>9,871</u>	<u>10,287</u>	<u>11,835</u>	<u>7,880</u>
	TOTAL	<u><u>137,761</u></u>	<u><u>128,358</u></u>	<u><u>155,190</u></u>	<u><u>159,580</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
250	Planning Manager	0.07		0.07	
810	Principal Planner	0.00		0.15	
247	Senior Planner	0.15		0.50	
245	Associate Planner	0.75		0.25	
733	Senior Office Assistant	0.35		0.35	
		<u>1.32</u>	<u>0.00</u>	<u>1.32</u>	<u>0.00</u>

Note: the balance of these positions are funded in Planning Division 11-505

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS Civic Center		FUND 74 Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5323	Civic Center Project Charges	134,882	161,335	0	0
5324	Civic Center Maintenance Charges	1,401,607	1,471,326	3,699,820	3,867,410
5325	Civic Center Police Security	987,238	901,254	984,555	1,025,910
5990-11	Transfer From General Fund	1,464,000	1,509,745	1,599,085	1,599,085
	TOTAL REVENUES	<u>3,987,726</u>	<u>4,043,661</u>	<u>6,283,460</u>	<u>6,492,405</u>
EXPENDITURES					
74-012	Civic Center Maintenance - Non-Dept	1,464,130	1,509,745	1,599,085	1,599,085
74-242	Civic Center Maintenance	1,446,357	1,404,596	1,824,820	1,790,045
74-243	Civic Center Capital Projects	235,795	639,324	1,875,000	2,077,365
74-244	Civic Center Security	984,555	984,555	984,555	1,025,910
	TOTAL EXPENDITURES	<u>4,130,837</u>	<u>4,538,220</u>	<u>6,283,460</u>	<u>6,492,405</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	1.00		1.00	
4180	General Maintenance Worker	1.00		1.00	
4100	Park Maintenance Worker	6.00		6.00	
9230	Maintenance Aide II	0.00	4.00	0.00	4.00
3200	Police Officer	8.00		8.00	
	TOTAL	<u>17.00</u>	<u>4.00</u>	<u>17.00</u>	<u>4.00</u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES					FUND	74
Non-Departmental Civic Center					Activity	12
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6933	Payment to Subagents*	1,464,130	1,509,745	1,599,085	1,599,085	
	SUBTOTAL CAPITAL	<u>1,464,130</u>	<u>1,509,745</u>	<u>1,599,085</u>	<u>1,599,085</u>	
	TOTAL	<u><u>1,464,130</u></u>	<u><u>1,509,745</u></u>	<u><u>1,599,085</u></u>	<u><u>1,599,085</u></u>	
	* Payment is the City's contribution to the Civic Center Authority					

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Civic Center Maintenance		74-242		
Statement of Purpose				
<p><i>To improve the quality of life of those who visit the Civic Center by providing quality customer service in an atmosphere of continuous improvement and strong employee development.</i></p> <p><i>This program provides for Civic Center grounds/landscape maintenance, refuse collection, maintenance of lighting and irrigation systems, sweeping of parking lots, and maintenance of reflective pools and fountains.</i></p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Completed annual trimming of trees * Completed annual rotation of seasonal flowers * Performed fall turf overseeding * Continued steam cleaning of walkways and building entrances * Continued annual contract maintenance of fountains 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue to modify landscapes to reduce maintenance, enhance aesthetics and conserve water * Continue to expand the Cal Sense central irrigation system * Implement annual agreement to prune trees * Implement agreement to repair concrete paving * Continue annual agreement to maintain fountains 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level # of acres maintained	97	97	97	97

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		FUND 74			
Civic Center Maintenance		Activity 242			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	453,873	486,143	545,715	542,850
6131	Salaries & Wages-Temporary	81,194	63,757	101,955	110,420
6141	Salaries & Wages-Overtime	2,063	3,287	4,725	4,725
6151	Retirement Plan	36,310	39,952	48,650	49,740
6161	Medicare Insurance	2,405	2,500	2,370	2,500
6171	Employees Insurance	74,219	77,244	82,360	94,550
6172	Retiree Insurance	2,882	3,773	4,370	7,600
6181	Compensation Insurance	59,061	62,277	88,795	89,565
	SUBTOTAL PERSONNEL	712,007	738,934	878,940	901,950
6201	Utilities	275,960	255,658	318,685	290,000
6211	Communications	3,590	3,228	2,310	2,310
6221	Training & Transportation	380	265	1,500	1,500
6291	Other Contractual Services	265,707	203,856	367,980	367,980
	SUBTOTAL CONTRACTUAL	545,637	463,008	690,475	661,790
6391	Operating Materials and Supplies	56,981	52,064	65,970	65,970
	SUBTOTAL COMMODITIES	56,981	52,064	65,970	65,970
6511	Rental City Equipment	32,060	31,635	32,055	33,840
6521	Insurance (Risk Management)	53,610	56,825	60,235	60,235
6590	Indirect Operating Expenses	46,061	62,131	97,145	66,260
	SUBTOTAL FIXED CHARGES	131,731	150,591	189,435	160,335
	TOTAL	1,446,357	1,404,596	1,824,820	1,790,045

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
6330	Senior Park Maintenance Supervisor	1.00		1.00	
4110	Park Maintenance Leader	1.00		1.00	
4180	General Maintenance Worker	1.00		1.00	
4100	Park Maintenance Worker	6.00		6.00	
4190	General Maintenance Leader (PT)		0.00		1.00
9230	Maintenance Aide II		4.00		1.00
9300	Park Maintenance Asst.		0.00		2.00
	TOTAL	9.00	4.00	9.00	4.00

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES					FUND	74
Civic Center Grounds Special Project					Activity	243
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6631	Improvements Other Than Building	235,795	639,324	1,875,000	2,077,365	
	SUBTOTAL CAPITAL	235,795	639,324	1,875,000	2,077,365	
	TOTAL	<u>235,795</u>	<u>639,324</u>	<u>1,875,000</u>	<u>2,077,365</u>	
	<u>Carry-Over Projects</u>					
	07-9096 Parking Eqpt. Repl. – Superblock				146,630	
	08-9097 Plaza of the Fountain Repair #3				642,182	
	08-9098 Civic Center Bridge Renovation				498,521	
	08-9099 Plaza of the Sun Drainage				149,337	
	08-9100 Santa Ana/Parton Ave Entrance Renov.				480,494	
	08-9101 Railing for Handicap Ramp at City Hall				<u>40,000</u>	
					1,957,164	
	<u>New Projects for FY 2008-09</u>					
	Drainage by the Courthouse				20,000	
	Drainage by the Police Building				50,200	
	Plaza of the Fountain Repair #1 (Design Only)				<u>50,000</u>	
					120,200	
					<u>2,077,364</u>	

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SPECIAL REVENUE FUNDS

POLICE DEPARTMENT Civic Center Security	PROGRAM 074-244
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Statement of Purpose

To patrol and provide security in the Civic Center Plaza area.

SERVICE PROGRAM

This program is funded from the Civic Center Authority (a "joint powers" agency) and provides eight officers to patrol and provide security to the "common areas" in the Civic Center Plaza.

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	74
Civic Center Security					Activity	244
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	645,970	645,970	588,880	611,625	
6141	Salaries - Overtime	0	0	2,525	0	
6151	Retirement Plan	153,545	153,545	170,502	208,085	
6161	Medicare Insurance	6,845	6,845	9,212	8,870	
6171	Employees Insurance	78,630	78,630	91,931	90,120	
6172	Retiree Med Insurance	0		3,791	5,040	
6181	Compensation Insurance	<u>49,125</u>	<u>49,125</u>	<u>51,616</u>	<u>50,155</u>	
	SUBTOTAL PERSONNEL	934,115	934,115	918,457	973,895	
6590	Indirect Costs	<u>50,440</u>	<u>50,440</u>	<u>66,098</u>	<u>52,015</u>	
	SUBTOTAL FIXED CHARGES	50,440	50,440	66,098	52,015	
	TOTAL	<u><u>984,555</u></u>	<u><u>984,555</u></u>	<u><u>984,555</u></u>	<u><u>1,025,910</u></u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
3200	Police Officer	<u>8.00</u>		<u>8.00</u>		
	TOTAL	<u><u>8.00</u></u>		<u><u>8.00</u></u>		

**SPECIAL REVENUE FUNDS
RESOURCE SUMMARY**

VARIOUS		FUND 125			
UASI - Urban Areas Security Initiative Grant		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5350	OES UASI	8,519,415	4,980,660	4,186,000	0
5350-5	UASI FY2005	0	6,475,276	0	0
5621-1	Reimbursement City of Anaheim	0	229,390	0	0
	TOTAL REVENUES	<u>8,519,415</u>	<u>11,685,326</u>	<u>4,186,000</u>	<u>0</u>
EXPENDITURES					
125-012	Payments to Sub-Grantees - UASI	3,482,683	1,279,213	0	0
125-014	OES UASI 2005 Grant	0	3,623,127	0	0
125-067	Community Development - UASI	177,477	921,938	0	0
125-320	Fire Department - UASI	535,311	855,337	0	0
125-331/333	Police Dept. - UASI	2,768,546	4,937,852	0	0
125-334	Police Dept. - Security Initiative Grant	0	254,285	4,990,000	1,030,000
125-337	Police Dept. - Security Initiative Grant	0	0	0	6,485,000
125-503	Planning & Building - UASI	8,625	0	0	0
125-613	Public Works - UASI	230,234	0	0	0
	TOTAL EXPENDITURES	<u>7,202,875</u>	<u>11,871,751</u>	<u>4,990,000</u>	<u>7,515,000</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		1.00	
3400	Police Sergeant	1.00		1.00	
1200	Management Aide	1.00		1.00	
0151	Principal Management Analyst	0.00		1.00	
3150	Fire Battalion Chief	0.20		0.00	
	TOTAL	<u>3.20</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT UASI - Urban Areas Security Initiative Grant	PROGRAM 125-331/334/337
Statement of Purpose	
<p><i>To account for and monitor federal homeland security grant funds received to address the unique planning, equipment, training, and exercise needs of large urban areas. The funds assist the Urban Area in building an enhanced and sustainable capacity to prevent, respond to and recover from threats or acts of terrorism.</i></p>	
<u>SERVICE PROGRAM</u>	
<p>Funds for this grant are provided by the U.S. Department of Homeland Security and are passed down to the State via the Office of Homeland Security. Funds from this grant are used to purchase equipment, provide training and exercises, and pay the management and administrative costs of managing the grant. The grant is a reimbursement grant requiring City funds be spent first, then recovered through a request for reimbursement from the State Office of Homeland Security. A portion of these grant funds are being used to support the salaries of one Sergeant, one Management Aide and 25% salary of one Commander.</p>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 125			
UASI - Urban Areas Security Initiative Grant		Activity 331 & 333			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	415,116	433,147	0	0
6141	Salaries & Wages-Overtime	72,766	60,063	0	0
6151	Retirement Plan	83,308	90,385	0	0
6161	Medicare Insurance	6,669	6,195	0	0
6171	Employees Insurance	50,816	51,155	0	0
6172	Retiree Medical Insurance	577	2,828	0	0
6181	Compensation Insurance	<u>33,278</u>	<u>34,093</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	662,529	677,866	0	0
6211	Communications	4,386	6,653	0	0
6221	Training & Transportation	43,140	55,584	0	0
6291	Other Contractual Services	<u>575,396</u>	<u>1,904,905</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	622,922	1,967,142	0	0
6391	Other Material & Supplies	<u>100,571</u>	<u>154,986</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	100,571	154,986	0	0
6641	Machinery & Equipment	1,280,709	2,021,465	0	0
6661	Computer Software	<u>101,815</u>	<u>116,394</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	1,382,524	2,137,859	0	0
	TOTAL	<u><u>2,768,546</u></u>	<u><u>4,937,852</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.00		0.00	
3400	Police Sergeant	0.00		0.00	
1200	Management Aide	<u>0.00</u>		<u>0.00</u>	
	TOTAL	<u><u>0.00</u></u>		<u><u>0.00</u></u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Areas Security Initiative Grant					Activity	334
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	94,592	105,290	465,000	20,000	
6141	Salaries & Wages-Overtime	2,541	22,264	155,000	5,000	
6151	Retirement Plan	19,418	22,313	86,000	2,000	
6161	Medicare Insurance	1,406	1,555	8,000	1,000	
6171	Employees Insurance	10,955	12,696	54,000	1,500	
6172	Retiree Medical Insurance	0	0	36,000	0	
6181	Compensation Insurance	7,419	8,736	0	500	
6191	Other Personnel Services	0	0	0	25,000	
	SUBTOTAL PERSONNEL	136,331	172,854	804,000	55,000	
6211	Communications	0	0	5,000	2,000	
6221	Training & Transportation	0	20,829	81,000	8,000	
6291	Other Contractual Services	0	55,461	1,000,000	25,000	
	SUBTOTAL CONTRACTUAL	0	76,290	1,086,000	35,000	
6391	Other Material & Supplies	0	5,141	2,100,000	100,000	
	SUBTOTAL COMMODITIES	0	5,141	2,100,000	100,000	
6641	Machinery & Equipment	0	0	1,000,000	800,000	
6661	Computer Software	0	0	0	40,000	
	SUBTOTAL CAPITAL	0	0	1,000,000	840,000	
	TOTAL	<u>136,331</u>	<u>254,285</u>	<u>4,990,000</u>	<u>1,030,000</u>	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	1.00		0.00	
3400	Police Sergeant	1.00		0.00	
1200	Management Aide	1.00		0.00	
	TOTAL	<u>3.00</u>		<u>0.00</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT					FUND	125
UASI - Urban Areas Security Initiative Grant					Activity	337
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	0	0	0	600,000	
6131	Salaries Temporary	0	0	0	30,000	
6141	Salaries & Wages-Overtime	0	0	0	75,000	
6151	Retirement Plan	0	0	0	115,000	
6161	Medicare Insurance	0	0	0	15,000	
6171	Employees Insurance	0	0	0	60,000	
6172	Retiree Medical Insurance	0	0	0	5,000	
6181	Compensation Insurance	0	0	0	50,000	
6191	Other Personnel Services	0	0	0	25,000	
	SUBTOTAL PERSONNEL	0	0	0	975,000	
6211	Communications	0	0	0	10,000	
6221	Training & Transportation	0	0	0	100,000	
6291	Other Contractual Services	0	0	0	400,000	
	SUBTOTAL CONTRACTUAL	0	0	0	510,000	
6391	Other Material & Supplies	0	0	0	500,000	
	SUBTOTAL COMMODITIES	0	0	0	500,000	
6641	Machinery & Equipment	0	0	0	1,000,000	
6661	Computer Software	0	0	0	0	
	SUBTOTAL CAPITAL	0	0	0	1,000,000	
6933	Payment to Subagents	0	0	0	3,500,000	
	SUBTOTAL MISCELLANEOUS	0	0	0	3,500,000	
	TOTAL	0	0	0	6,485,000	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3350	Police Lieutenant	0.00		1.00	
3400	Police Sergeant	0.00		1.00	
0151	Principal Management Analyst (1)	0.00		1.00	
1200	Management Aide	0.00		1.00	
3150	Fire Battalion Chief	0.00		0.00	
	TOTAL	0.00		4.00	
(1)	New position				

SPECIAL REVENUE FUND

FIRE DEPARTMENT		FUND 125			
Urban Area Security Initiative Grant - 2004		Activity 320			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries Regular	0	339,111	0	0
6141	Salaries & Wages-Overtime	<u>(1,271,027)</u>	<u>(42)</u>	<u>0</u>	<u>0</u>
	SUBTOTAL PERSONNEL	(1,271,027)	339,069	0	0
6221	Training & Transportation	2,741	0	0	0
6291	Other Contractual Services	<u>32,808</u>	<u>427,633</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CONTRACTUAL	35,548	427,633	0	0
6391	Other Material & Supplies	<u>(10,362)</u>	<u>3,990</u>	<u>0</u>	<u>0</u>
	SUBTOTAL COMMODITIES	(10,362)	3,990	0	0
6641	Machinery & Equipment	<u>1,781,151</u>	<u>84,644</u>	<u>0</u>	<u>0</u>
	SUBTOTAL CAPITAL	1,781,151	84,644	0	0
	TOTAL	<u><u>535,311</u></u>	<u><u>855,337</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time

SPECIAL REVENUE FUND

FIRE DEPARTMENT Metropolitan Medical Response System Grants	PROGRAM 146-Var
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Statement of Purpose
<i>To mitigate the impact of hazardous situations on life, property, and the environment through effective response, prevention, and preparedness programs while maintaining a high level of employee efficiency, safety and well-being.</i>

SERVICE PROGRAM

The Metropolitan Medical Response System Grant (MMRS) provides major funding to further enhance and maintain integrated, systematic preparedness for local response to weapons of mass destruction (WMD) high-casualty events until significant external assistance arrives. The funding assists local jurisdictions to focus on being prepared for events of chemical, biological, radiological or nuclear (CBRN) nature; epidemic disease outbreaks, large scale hazardous materials accidents, explosive agents and major natural disasters.

SPECIAL REVENUE FUND

FIRE DEPARTMENT		FUND 146			
Metro Medical Response Sys Grant		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5350	Metro Med Response System Grant	280,000	0	0	0
5350-6	FEMA EMPG FY2003 & FY2004	113,300	0	0	0
5350-7	FEMA EMPG FY2007	0	25,859	0	0
5350-100	MMRS 2004	0	400,000	0	0
5350-200	MMRS 2005	0	220,764	0	0
5361	OES Hazmat (HMEP) Grant	0	32,000	0	0
5798	Gifts and Donations	0	10,000	0	0
5812	Earnings on Investment	0	934	0	0
5990-11	Transfer from Fund 011	8,000	5,500	0	0
	TOTAL REVENUES	<u>401,300</u>	<u>695,057</u>	<u>0</u>	<u>0</u>
EXPENDITURES					
146-323	MMRS Grant 2003	75,086	0	0	0
146-325	MMRS Grant 2004	127,046	59,949	0	0
146-326	MMRS Grant 2005	0	220,764	0	0
146-330	MMRS Grant 2007	0	1,578	0	0
146-331	OES Hazmat Emergency Prep HMEP	8,000	31,600	0	0
146-332	OES Hazmat Emergency Prep HMEP FY07	0	13,235	0	0
146-333	Firemans Fund Grant FY2007	0	5,031	0	0
146-334	MMRS Grant 2006	0	39,707	0	0
	TOTAL EXPENDITURES	<u>210,132</u>	<u>371,863</u>	<u>0</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
3150	Fire Battalion Chief	<u>0.80</u>		<u>0.00</u>	
	TOTAL	<u>0.80</u>		<u>0.00</u>	

SPECIAL REVENUE FUND

LIBRARY
Administration Services

PROGRAM
152-222

Statement of Purpose

To enhance our existing book collection by providing educational, recreational, & cultural materials and to provide services which promote literacy, enhance academic success & enhance personal growth in our library patrons.

SERVICE PROGRAM

The Public Library Fund (PLF) provides direct state aid to California public libraries for basic public library service. The funds assure the availability to every resident of the state an adequate level of public library service regardless of the taxable wealth of the local jurisdiction providing the service. Localities may use the funds freely so long as the funds serve the public library purposes stated in the law.

SPECIAL REVENUE FUND

LIBRARY					FUND	152
Public Library Grant					Activity	222
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
REVENUES						
5360	State Aid Program	138,112	202,820	202,820	135,765	
	TOTAL REVENUES	<u>138,112</u>	<u>202,820</u>	<u>202,820</u>	<u>135,765</u>	
EXPENDITURES						
6251	Other Agency Services	0	0	0	0	
6291	Other Contractual Services	6,866	0	0	0	
6391	Operating & Supplies	0	0	0	0	
6534	Computer Services	0	0	0	0	
6641	Machinery & Equipment	0	0	0	0	
6651	Books, Records & Video	504	0	250,000	250,000	
6661	Computer Software	0	0	0	0	
	TOTAL EXPENDITURES	<u>7,369</u>	<u>0</u>	<u>250,000</u>	<u>250,000</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	

SPECIAL REVENUE FUND

RESIDENTIAL STREET IMPROVEMENT					FUND	158
Section 108 HUD Loan - Residential Street Improvement					Activity	108
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
	REVENUES					
5351	Section 108 Loan Proceeds	0	0	14,000,000	0	
	TOTAL REVENUES	0	0	14,000,000	0	
	EXPENDITURES					
6631	Improvements Other Than Buildings	0	0	14,000,000	0	
	TOTAL EXPENDITURES	0	0	14,000,000	0	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
	TOTAL	0.00	0.00	0.00	0.00	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT		FUND 165			
OTS - Traffic Offender Program		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5352-100	Traffic Offender Program Income	371,200	415,900	203,160	0
5353	OR CO DUI Taskforce	0	0	0	0
5354	Pedestrian Safety - PWA	199,452	71,323	0	0
5355	Computer Report Writing	0	0	0	0
5356	DUI ED/ Driving Class Grant	4,433	0	0	0
5357	CA Seat Belt Compliance	54,966	83,239	0	0
5358	Sobriety Checkpoint Program	37,866	0	0	0
5359	Selective Traffic Enf. (STEP)	0	286,711	0	0
5621	Expense Reimbursement	0	0	0	0
	TOTAL REVENUES	<u>667,917</u>	<u>857,174</u>	<u>203,160</u>	<u>0</u>
EXPENDITURES					
165-336	OTS - Traffic Offender Program PD	188,327	289,953	403,160	0
165-338	OTD - Pedestrian Safety PWA	143,587	29,539	0	0
165-340	Mobile DUI ED & Driving Class	2,210	0	0	0
165-341	CA Seat Belt Compliance	82,434	188	0	0
165-342	Soberity Checkpoint Program	29,956	0	0	0
165-343	Selective Traffic Enf. (STEP)	0	293,944	0	0
165-344	Click-it or Ticket - UC Berkeley	0	84,452	0	0
	EXPENDITURE TOTAL	<u>446,515</u>	<u>698,076</u>	<u>403,160</u>	<u>0</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7330	Senior Office Assistant	<u>0.00</u>		<u>0.00</u>	
	TOTAL	<u>0.00</u>		<u>0.00</u>	

SPECIAL REVENUE FUNDS

POLICE DEPARTMENT						FUND	165
OTS - Traffic Offender Program						Activity	336
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09		
6111	Salaries & Wages-Regular	44,991	48,947	0	0		
6141	Salaries & Wages-Overtime	25,504	36,274	0	0		
6151	Retirement Plan	3,575	4,002	0	0		
6161	Medicare Insurance	659	737	0	0		
6171	Employees Insurance	8,587	4,995	0	0		
6172	Retiree Medical Insurance	329	392	0	0		
6181	Compensation Insurance	447	505	0	0		
	SUBTOTAL PERSONNEL	84,092	95,852	0	0		
6221	Training & Transportation	240	0	0	0		
6291	Other Contractual Services	2,289	34,279	0	0		
	SUBTOTAL CONTRACTUAL	2,529	34,279	0	0		
6391	Other Material & Supplies	38,574	53,082	0	0		
	SUBTOTAL COMMODITIES	38,574	53,082	0	0		
6511	Equipment Rental, City	7,380	28,550	0	0		
6590	Indirect Costs	0	6,812	0	0		
	SUBTOTAL FIXED CHARGES	7,380	35,362	0	0		
6641	Machinery & Equipment	55,752	71,378	0	0		
6661	Computer Software	0	0	0	0		
	SUBTOTAL CAPITAL	55,752	71,378	0	0		
6800-20	Transfer to Fund 20	0	0	403,160	0		
	TOTAL	<u>188,327</u>	<u>289,953</u>	<u>403,160</u>	<u>0</u>		
	Transfer to Fund 20						
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09			
		Full Time	Part Time	Full Time	Part Time		
7330	Senior Office Assistant	0.00		0.00			
	TOTAL	<u>0.00</u>		<u>0.00</u>			

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		FUND 169			
Families and Communities Together (FaCT) Program		Activity Various			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5356-800	2005 Fed Lunch Program	69,905	0	0	0
5360	State Aid Program	817,422	0	0	0
5361-500	FACT Grant FY2005	54,459	20,124	0	0
5361-700	FACT Grant FY2007	0	22,611	35,250	0
5369-1	OCTA Transport Vietnam Sr.	0	52,690	55,970	59,405
5371	State Park Bond-Per Capita	(801,422)	1,120,912	0	0
5374	OCTA Senior Mobility Program	123,394	131,150	139,307	147,860
5377	MWD Synthetic Turf Program	0	50,000	0	0
5621	Expense Reimbursement	0	0	0	0
5812	Earnings on Investment	1,108	2,972	0	0
	TOTAL REVENUES	<u>264,866</u>	<u>1,400,458</u>	<u>230,527</u>	<u>207,265</u>
EXPENDITURES					
169-248	OCTA-VNCOG Sr. Mobility Program	0	52,690	55,970	59,405
169-255	OCTA Sr. Mobility Program FY06	124,763	131,150	139,307	147,860
169-259	The Wildlands Conservancy	9,440	16,314	0	0
169-262	McFadden Tech & Learning Center	0	0	0	0
169-263	FACT Program FY 2004	0	0	0	0
169-265	2005 Summer Lunch Program	81,986	0	0	0
169-266	FACT Program FY2005	0	0	0	0
169-267	Fact Program FY2006	64,122	0	0	0
169-268	Habitat Conservation Fund	0	0	0	0
169-269	SCWRP Grant - Environment NOW	0	10,026	0	0
169-270	California State Park Bond	1,040,940	1,123,455	0	0
169-271	St Urban Parks & Healthy Comm	38,668	846,789	0	0
169-272	FACT Program FY 2007	0	31,045	0	0
169-273	FACT Program	0	0	35,250	0
169-364	2004 FED Lunch Program	0	0	0	0
169-578	MWD Synthectic Turf Grant Program	50,000	0	0	0
	TOTAL EXPENDITURES	<u>1,409,920</u>	<u>2,211,469</u>	<u>230,527</u>	<u>207,265</u>
* Appropriation of funds to occur upon award of contract.					

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
1776	Senior Recreation Supervisor	1.00		1.00	
2387	Records Specialist	1.00		1.00	
8160	Program Coordinator		1.00		2.00
9400	Senior Program Leader		4.00		4.00
9100	Community Center Aide		1.00		0.00
9360	Program Leader II		4.00		0.00
9060	Clerical Aide		0.00		7.00
	TOTAL	<u>2.00</u>	<u>10.00</u>	<u>2.00</u>	<u>13.00</u>

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		PROGRAM		
Families and Communities Together (FaCT) Program		169-VAR		
Statement of Purpose				
<p><i>The Families and Communities Together program focuses on strengthening the structure and services devoted to both preventing child abuse in families, beginning prenatal to age 5, and treating child victims ages newborn to 18 years. The Corbin Family and Community Center is the site where collaborative non-profits are housed to serve members of the community.</i></p> <p><i>To provide transportation to seniors to and from the senior centers where they can engage in educational and health & wellness programs.</i></p> <p><i>To provide transportation to Vietnamese Community of Orange County (VNCOC) seniors to and from the VNCOC where they can engage in educational and health & wellness programs.</i></p>				
Accomplishments in FY 06-07 and FY 07-08				
<ul style="list-style-type: none"> * Strengthened the relationship with the Office on Aging to expand programs for senior caregivers * Coordinated with County of Orange to continue funding for Corbin Family Resource Center * Strengthened the relationship with the Orange County Transportation Authority for senior transportation * Increased the amount of passengers for each senior mobility program site 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue working with Office on Aging to enhance programs for senior caregivers and participate in training workshops for improved caregiver programs * Continue to provide information and referral services to FaCT clients * Support Office on Aging's efforts to outreach to local households where seniors reside * Extend services to seniors for one time doctor visits * Increase passenger ridership by enhancing marketing to the community 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level Corbin Family & Community Center: Number of clients served	1,300	1,300	1,300	1,450
OCTA Senior Mobility Program: Number of clients served	22,000	22,000	24,000	32,000

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES					PROGRAM
OCTA Senior Mobility Program - Vietnamese Community of Orange County					169-248
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6291	Other Contract Services	0	52,960	55,970	59,405
	SUBTOTAL CONTRACTUAL	0	52,960	55,970	59,405
	TOTAL	0	52,960	55,970	59,405

SPECIAL REVENUE FUNDS

PARKS, RECREATION & COMMUNITY SERVICES		FUND 169			
OCTA Senior Mobility Program		Activity 255			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	11,325	0	0	0
6131	Salaries & Wages-Temporary	79,052	98,815	113,724	115,025
6141	Salaries Overtime	20	0	0	0
6151	Retirement Plan	900	0	4,265	4,315
6161	Medicare Insurance	1,269	1,381	1,649	1,670
6171	Employees Insurance	924	0	0	0
6172	Retiree Medical Insurance	79	0	0	0
6181	Compensation Insurance	2,425	2,676	3,366	3,405
	SUBTOTAL PERSONNEL	95,995	102,872	123,004	124,415
6221	Training & Transportation	(6)	0	300	0
6291	Contract Services	11,796	10,231	500	0
	SUBTOTAL CONTRACTUAL	11,790	10,231	800	0
6391	Operating Materials & Supplies	2,578	2,878	1,103	7,530
	SUBTOTAL COMMODITIES	2,578	2,878	1,103	7,530
6511	Rental City Equipment	14,400	15,169	14,400	15,915
	SUBTOTAL FIXED CHARGES	14,400	15,169	14,400	15,915
	TOTAL	<u>124,763</u>	<u>131,150</u>	<u>139,307</u>	<u>147,860</u>

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
8160	Program Coordinator		2.00		2.00
9400	Senior Program Leader		4.00		4.00
9360	Program Leader II		5.00		5.00
	TOTAL	<u>0.00</u>	<u>11.00</u>	<u>0.00</u>	<u>11.00</u>

■ **ENTERPRISE FUND DEFINITION**

Enterprise Funds account for activities that the City operates like private business enterprises. In these situations, the City acts as a municipal corporation to recover the costs of providing certain types of services primarily through user charges. These costs include operating expenses and the capital cost of maintaining, replacing, upgrading, adding to the capital stock and also other expenditure purposes such as the advancement of public health and safety.

■ **RELATIONSHIP BETWEEN ENTERPRISE BUDGET AND TOTAL CITY BUDGET**

Each Enterprise Fund is an independent budget with its own revenue and expenditure accounts. All enterprise funds are grouped together as a component of the larger total City budget originally presented in tables 1-5 and 1-6B in the budget summary section. The General Fund captures overhead charge revenues from the various Enterprise Funds in connection with water billing and other services provided. With the passing of proposition 218, the City has been working diligently with the Public Works Department and the City Attorney’s Office to assure the City is not in violation and meeting prop 218 requirements.

■ **ENTERPRISE FUND BEGINNING & ENDING FUND BALANCE**

Table 6-1 provides a snapshot of beginning and ending fund balance changes for the Enterprise Funds. Major changes in fund balance are projected to occur in both the Federal Clean Water Protection and Sanitation Enterprise funds. Both are anticipated to decrease by (40% and 78% respectively) as a result of higher personnel costs and capital purchases.

■ **ENTERPRISE FUND SUMMARY**

Table 6-2 provides a summary of the individual enterprise funds by department or agency responsible for managing the fund. The FY 08-09 Enterprise Fund total appropriation is \$87,428,055 reflecting a 6.4 percent increase due to higher appropriations in the water, sanitation sewer services and parking facility maintenance. The Enterprise Fund revenue (amounting to \$82.1M) generated to support each enterprise operation comes from user charges collected for services provided to customers. These revenues come via rental charges at the Depot, consumption of water, refuse collection services, metered parking fees and a variety of other user

charges. Enterprise Funds support approximately 120.6 positions of the City’s 1,754 employees.

■ **COMMUNITY DEVELOPMENT AGENCY**

The Community Development Agency manages two of the seven enterprise funds; the Depot (formerly known as the Regional Transportation Center) and the Parking Meter Funds for a total of \$5.5 million or 6.3% of enterprise funds.

● **Parking Meter - Fund 27**

This fund operates the City’s parking structures and Parking Meter Program. Parking Meter fund transfers money to the General Fund to pay for the City’s lease obligations on the parking garage.



● **The Depot – Fund 67**

The Depot was first established as the RTC or Regional Transportation Center in September 1985 to provide a strategically located staging area for land transportation services in Southern California and commercial office space in the Intercity Redevelopment Project Area. The RTC was renamed The Depot in FY 01-02. The fund covers the cost of operating and maintaining the City-owned RTC facility that hosts an Amtrak train station, bus terminals, taxi stands, and a parking lot for “park & ride” motorists. Fund 67’s budget of \$1,047,630 accounts for 1.2 percent of total enterprise funds in the FY 08-09 City budget.



**ENTERPRISE FUND
BEGINNING & ENDING FUND BALANCE
TABLE 6-1**

	FUND 27 COMMUNITY DEV./ PARKING FUND			FUND 56 SEWER ENTERPRISE FUND		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources						
Use of Money & Property	88,298	55,000	65,000	40,303	30,000	40,300
Charges for Services	3,674,275	2,937,080	3,627,425	3,175,628	3,878,190	4,658,075
Other Revenue	430,612	352,000	402,000	246,342	0	0
Total	4,193,185	3,344,080	4,094,425	3,462,273	3,908,190	4,698,375
Expenditures						
Public Works	0	0	0	3,083,710	3,908,190	4,698,375
Planning/Community Development	2,394,864	2,462,515	3,233,360	0	0	0
Debt Service:						
Interest	503,751	466,565	441,065	0	0	0
Total	2,898,615	2,929,080	3,674,425	3,083,710	3,908,190	4,698,375
Net Increase (Decrease) in Retained Earnings	1,294,570	415,000	420,000	378,563	0	0
Beginning Retained Earnings, July 1	3,093,651	4,388,221	4,803,221	18,570,408	18,948,971	18,948,971
Ending Retained Earnings, June 30	4,388,221	4,803,221	5,223,221	18,948,971	18,948,971	18,948,971
	FUND 57 FEDERAL CLEAN WATER PROTECTION			FUNDS 61 THRU 66 WATER ENTERPRISE FUNDS		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources						
Use of Money & Property	72,808	65,000	58,000	847,477	650,000	700,000
Charges for Services	2,388,868	2,390,615	2,503,795	42,233,309	44,863,800	48,482,500
Other Revenue	500	164,670	0	0	0	0
Total	2,462,176	2,620,285	2,561,795	43,080,786	45,513,800	49,182,500
Expenditures						
Public Works	2,798,164	3,511,535	2,685,995	38,325,497	44,144,795	49,713,980
Debt Service:						
Interest	0	0	0	858,382	1,719,005	1,718,520
Total	2,798,164	3,511,535	2,685,995	39,183,879	45,863,800	51,432,500
Net Increase (Decrease) in Retained Earnings	(335,988)	(891,250)	(124,200)	3,896,907	(350,000)	(2,250,000)
Beginning Retained Earnings, July 1	1,540,673	1,204,685	313,435	55,872,084	59,768,991	59,418,991
Ending Retained Earnings, June 30	1,204,685	313,435	189,235	59,768,991	59,418,991	57,168,991

■ PUBLIC WORKS AGENCY

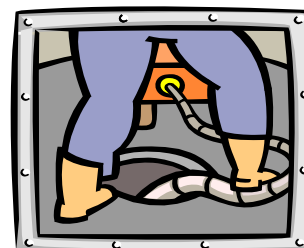
Public Works manages five of the City’s seven enterprise funds. Since some of the funds (e.g., Fund 64 of the Water Enterprise) have sub-accounts, Public Works is responsible for a total of seventeen of the twenty-one enterprise activities. In dollar terms, Public Works manages \$81.8 million or 93.7 percent of total enterprise funds in the FY 08-09 budget. These individual funds are described below.

● Sanitary Sewer Services – Fund 56

The Sanitary Sewer Maintenance Program provides for the proper cleaning, repair and operation of 450 miles of sanitary sewer system facilities. This fund accounts for 5.4% of the total Enterprise Fund appropriations at approximately \$4.6 million for FY08-09.

● Fed. Clean Water Protection Enterprise - Fund 57

The Federal Clean Water Protection Enterprise provides for storm drain systems operation and maintenance and pollution reduction under the new National Pollutant Discharge Elimination System permit issued by the Santa Ana Region of Water Quality Control Board in January 2002.



**ENTERPRISE FUND
BEGINNING & ENDING FUND BALANCE
TABLE 6-1**

	FUND 67 COMMUNITY DEVELOPMENT/ DEPOT			FUND 68 SANITATION ENTERPRISE FUND		
	ACTUAL	PROJECTED	ADOPTED	ACTUAL	PROJECTED	ADOPTED
	FY 06-07	FY 07-08	FY 08-09	FY 06-07	FY 07-08	FY 08-09
Revenues and Other Sources						
Intergovernmental	0	0	0	0	0	0
Use of Money & Property	731,275	919,920	1,047,630	61,441	20,000	60,000
Charges for Services	0	0	0	7,881,716	7,875,000	7,875,000
Other Revenue	0	0	0	39,925	20,000	50,000
Total	<u>731,275</u>	<u>919,920</u>	<u>1,047,630</u>	<u>7,983,082</u>	<u>7,915,000</u>	<u>7,985,000</u>
Expenditures						
Public Works	0	0	0	7,252,070	8,382,615	9,306,520
Planning/Community Development	1,302,953	919,920	1,047,630	0	0	0
Total	<u>1,302,953</u>	<u>919,920</u>	<u>1,047,630</u>	<u>7,252,070</u>	<u>8,382,615</u>	<u>9,306,520</u>
Net Increase (Decrease) in Retained Earnings	<u>(571,678)</u>	<u>0</u>	<u>0</u>	<u>731,012</u>	<u>(467,615)</u>	<u>(1,321,520)</u>
Beginning Retained Earnings, July 1	<u>13,786,968</u>	<u>13,215,290</u>	<u>13,215,290</u>	<u>1,437,616</u>	<u>2,168,628</u>	<u>1,701,013</u>
Ending Retained Earnings, June 30	<u><u>13,215,290</u></u>	<u><u>13,215,290</u></u>	<u><u>13,215,290</u></u>	<u><u>2,168,628</u></u>	<u><u>1,701,013</u></u>	<u><u>379,493</u></u>
	FUND 69 REFUSE COLLECTION ENTERPRISE FUND					
	ACTUAL	PROJECTED	ADOPTED			
	FY 06-07	FY 07-08	FY 08-09			
Revenues and Other Sources						
Use of Money & Property	105,752	189,000	0			
Charges for Services	13,958,896	14,995,000	13,363,370			
Total	<u>14,064,648</u>	<u>15,184,000</u>	<u>13,363,370</u>			
Expenditures						
Public Works	12,767,535	12,618,685	13,135,820			
Debt Service:						
Interest	210,417	129,800	0			
Total	<u>12,977,952</u>	<u>12,748,485</u>	<u>13,135,820</u>			
Net Increase (Decrease) in Retained Earnings	<u>1,086,696</u>	<u>2,435,515</u>	<u>227,550</u>			
Beginning Retained Earnings, July 1	<u>82,114</u>	<u>1,168,810</u>	<u>3,604,325</u>			
Ending Retained Earnings, June 30	<u><u>1,168,810</u></u>	<u><u>3,604,325</u></u>	<u><u>3,831,875</u></u>			

• **Water Enterprise – Funds 61 through 66**

The Water Enterprise provides water services to the residential, commercial, and industrial segments of the City. Water services are provided through a combination of City staff and private contractors. This fund pays for operating costs such as the production of groundwater, purchase of water from outside sources, water billing functions, and the capital costs of maintaining and upgrading the City’s wells and water distribution system. Water revenue comes primarily from metered charges for water usage that provides approximately 80 percent of water’s total funding requirements. The remaining 20 percent comes from various other fees, penalties, and fixed service charges.

The Water Utility budget of \$51,432,500 is the largest of the City’s five enterprise operations and accounts for 58.8 percent of total enterprise funds in the FY 08-09 City budget. Page 6-5 illustrates a water rate survey conducted by our Public Works department in which various cities and water districts are compared to the City of Santa Ana.

• **Sanitation – Fund 68**

This fund provides a variety of services that includes motorized street sweeping, weed abatement, graffiti removal, street tree trimming, and maintenance of the City’s sewers and storm drains. Sanitation services are provided through a combination of city employees and private contractors.

ENTERPRISE FUNDS SUMMARY

Table 6-2

DEPARTMENT/ UNIT	Actual FY 06-07	Projected FY 07-08	Adopted FY 08-09	% of Total	Increase (Decrease) Over Prior Year	
					07-08 to 08-09 in \$	in %
REVENUES						
27 Parking Meter Fund	4,193,185	3,344,080	3,344,080	4.1%	0	0.0%
56 Sanitary Sewer Services	3,462,273	3,908,190	4,698,375	5.7%	790,185	20.2%
57 Federal Clean Water Protection	2,462,176	2,620,285	2,561,795	3.1%	(58,490)	-2.2%
61-66 Water Enterprise	42,930,722	45,513,800	49,182,500	59.8%	3,668,700	8.1%
67 The Depot	731,275	919,920	1,047,630	1.3%	127,710	13.9%
68 Sanitation Enterprise	7,983,081	7,915,000	7,985,000	9.7%	70,000	0.9%
69 Refuse Collection Enterprise	14,064,648	15,184,300	13,363,370	16.3%	(1,820,930)	-12.0%
Revenue Grand Total	75,827,360	79,405,575	82,182,750	100.0%	2,777,175	3.5%
EXPENDITURES BY DEPARTMENT						
Public Works Agency						
<i>Sanitary Sewer Services</i>						
56-575 Sewer Services	3,083,711	3,908,190	4,698,375	5.4%	790,185	20.2%
<i>Sub-Total</i>	<i>3,083,711</i>	<i>3,908,190</i>	<i>4,698,375</i>	<i>5.4%</i>	<i>790,185</i>	<i>20.2%</i>
<i>Federal Clean Water Protection Enterprise</i>						
57-635 Federal Clean Water Protection	2,798,165	3,511,535	2,685,995	3.1%	(825,540)	-23.5%
<i>Sub-Total</i>	<i>2,798,165</i>	<i>3,511,535</i>	<i>2,685,995</i>	<i>3.1%</i>	<i>(825,540)</i>	<i>-23.5%</i>
<i>Water Enterprise</i>						
61-571 Water Revenue Bond - Debt Service	761,575	1,519,135	1,518,650	1.7%	(485)	0.0%
62-572 Utility Loan Repayment	63,207	199,870	199,870	0.2%	0	0.0%
64-574 Water Production & Supply	20,490,729	20,448,315	22,902,845	26.2%	2,454,530	12.0%
64-575 Water Systems Maintenance	2,923,257	3,557,350	3,852,485	4.4%	295,135	8.3%
64-576 Water - Miscellaneous Expenses	8,918,106	11,606,695	11,611,760	13.3%	5,065	0.0%
64-577 Water Asphalt Maintenance	(24)	0	0	0.0%	0	n/a
64-578 Water Quality & Measurement	1,241,028	1,660,785	1,806,020	2.1%	145,235	8.7%
64-579 Water Administration & Engineering	2,587,147	3,328,810	4,195,500	4.8%	866,690	26.0%
66-578 Water Construction	1,629	0	0	0.0%	0	n/a
66-579 Water Capital Construction	2,158,773	4,192,840	5,345,370	6.1%	1,152,530	27.5%
<i>Sub-Total</i>	<i>39,145,427</i>	<i>46,513,800</i>	<i>51,432,500</i>	<i>58.8%</i>	<i>4,918,700</i>	<i>10.6%</i>
<i>Sanitation Enterprise</i>						
68-632 Environmental Sanitation	2,590,174	933,690	395,935	0.5%	(537,755)	-57.6%
68-633 Roadway Cleaning	2,691,314	3,092,265	3,545,320	4.1%	453,055	14.7%
68-634 Graffiti Abatement	20	1,739,965	2,521,505	2.9%	781,540	44.9%
68-637 Street Trees	1,970,562	2,616,695	2,843,760	3.3%	227,065	8.7%
<i>Sub-Total</i>	<i>7,252,071</i>	<i>8,382,615</i>	<i>9,306,520</i>	<i>10.6%</i>	<i>923,905</i>	<i>11.0%</i>
<i>Refuse Collection Enterprise</i>						
69-521 Refuse Collection	12,977,952	15,184,300	13,762,610	15.7%	(1,421,690)	-9.4%
<i>Sub-Total</i>	<i>12,977,952</i>	<i>15,184,300</i>	<i>13,762,610</i>	<i>15.7%</i>	<i>(1,421,690)</i>	<i>-9.4%</i>
Public Works Total	65,257,326	77,500,440	81,886,000	93.7%	4,385,560	5.7%
Community Development Agency						
27-013 Parking Meter Fund	1,324,950	1,471,235	1,453,040	1.7%	(18,195)	-1.2%
27-014 Downtown Parking Facilities	1,022,463	986,280	1,775,320	2.0%	789,040	80.0%
27-015 Debt Service	1,991,202	1,321,565	1,266,065	1.4%	(55,500)	-4.2%
67-615 The Depot	1,302,952	919,920	1,047,630	1.2%	127,710	13.9%
Community Dev. Agency Total	5,641,567	4,699,000	5,542,055	6.3%	843,055	17.9%
Expenditure Grand Total	70,898,893	82,199,440	87,428,055	100.0%	5,228,615	6.4%
ENTERPRISE FUNDS PERSONNEL						
Number of Positions	122.65	121.55	120.65		(0.90)	-0.7%
as % of Total City Workforce	7.1%	6.9%	6.9%			

Note: Includes Interfund Transfers

SANTA ANA water rates are competitive in Orange County

Santa Ana’s water rates were revised in FY 96-97 to provide the City’s customers with incentives to minimize water usage. The conservation-based water rate structure has an inclining block system that requires those with excessive water usage to pay a higher share of the cost of the water. This inclining block rate system has been adopted in fifteen Orange County cities.

The 2008 Rate Survey conducted by the City’s Public Works Agency using Municipal Water District of Orange County (MWDOC) data pegged a typical City customer’s monthly water bill at \$49.18. The survey reported that Santa Ana’s water rate is in the middle among Orange County’s thirty (30) water districts.



The passage of Proposition 218—which strictly defines the fees local governments can charge residents—required the City to modify the Sanitation Fund’s financial structure. This resulted in a \$1 decrease in sanitation rates as the cost of urban forest maintenance and median landscaping was transferred to the General Fund. The combined Fund 68 budget of \$9,306,520 accounts for 10.6 percent of total enterprise funds in the FY 08-09 City budget.

• Refuse Collection – Fund 69

This fund provides refuse collection, recycling and disposal services to the City’s residential, commercial and industrial segments through agreements with two private contractors. The Refuse Collection Fund budget of \$13,762,610 accounts for 15.7 percent of total enterprise funds in the FY 08-09 City budget.

2008/09 WATER RATE SURVEY

<u>Water Agency</u>	<u>Typical Monthly Cost</u>
Santiago CWD	\$69.00
Laguna Beach CWD	\$66.00
Orange Park Acres Mut. WC	\$63.02
East Orange CWD retail	\$60.80
South Coast WD	\$53.88
La Palma, City of	\$53.80
Seal Beach, City of	\$53.12
Golden State WC	\$49.69
Santa Ana, City of (with increase)	\$49.18
Trabuco Canyon WD	\$48.05
Mesa Consolidated WD	\$47.30
Newport Beach, City of	\$46.10
Serrano WD	\$46.04
Santa Ana, City of (current)	\$45.20
La Habra, City of	\$43.46
Brea, City of	\$43.39
Huntington Beach, City of	\$42.71
Westminster, City of	\$39.42
Yorba Linda WD	\$39.32
El Toro WD	\$36.25
Santa Margarita WD	\$35.86
Fullerton, City of	\$34.49
Los Alisos WD	\$32.45
Fountain Valley, City of	\$32.40
Buena Park, City of	\$32.20
Anaheim, City of	\$31.00
Garden Grove, City of	\$30.37
Tustin, City of	\$29.26
IRWD	\$25.62
Moulton Niguel WD	\$24.80
Orange, City of	\$23.81

Based on Typical moderate consumption of 20 billing units per month for FY 2006-07
(Source: Municipal Water District of Orange County)

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**ENTERPRISE FUNDS
RESOURCE SUMMARY**

Parking Enterprise - CDA

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5216	Parking Violation Revenue	367,634	425,509	350,000	400,000
	SUBTOTAL RENTAL INCOME	<u>367,634</u>	<u>425,509</u>	<u>350,000</u>	<u>400,000</u>
5599	Parking Meter Revenue	1,092,611	1,104,302	1,080,000	1,080,000
	SUBTOTAL RENTAL GOV. ENTITIES	<u>1,092,611</u>	<u>1,104,302</u>	<u>1,080,000</u>	<u>1,080,000</u>
5621	Expense Reimbursement	2,736	3,444	2,000	2,000
5630	Miscellaneous Income	0	1,659	0	0
5800	Parking Fees-Surface Lots	1,065,904	1,183,643	1,005,000	1,100,000
5804	Lease Income from Fund 11	1,110,144	1,386,330	852,080	1,447,425
5812	Earnings on Investments	58,803	86,919	55,000	65,000
5817	Investment Income - Debt Serv	197	1,380	0	0
5990	Transfer from Fund 11	0	0	0	0
	SUBTOTAL MISCELLANEOUS	<u>2,237,784</u>	<u>2,663,374</u>	<u>1,914,080</u>	<u>2,614,425</u>
	TOTAL REVENUES	<u><u>3,698,029</u></u>	<u><u>4,193,185</u></u>	<u><u>3,344,080</u></u>	<u><u>4,094,425</u></u>
EXPENDITURES					
27-013	Parking Meter Fund	1,381,442	1,324,950	1,471,235	1,453,040
27-014	Downtown Parking Facilities	976,348	1,022,463	986,280	1,775,320
27-015	Debt Service	1,941,614	1,991,202	1,321,565	1,266,065
	TOTAL EXPENDITURES	<u>4,299,404</u>	<u>4,338,615</u>	<u>3,779,080</u>	<u>4,494,425</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	661,148	605,656	843,675	835,470
6200	Contractual	1,165,551	1,217,177	1,322,495	1,330,515
6300	Commodities	22,330	20,079	38,035	33,300
6500	Fixed Charges	511,167	482,997	187,310	199,075
6600	Capital	0	23,910	71,000	835,000
6700	Debt Service	589,208	548,796	466,565	441,065
	TOTAL	<u>2,949,404</u>	<u>2,898,615</u>	<u>2,929,080</u>	<u>3,674,425</u>
6781	Bond Principal (Principal Paid)	1,350,000	1,440,000	850,000	820,000
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2865	Asst. Director of Community Development	0.30		0.00	
0150	Senior Community Dev. Analyst	0.40		0.40	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	2.00		2.00	
7160	Parking Meter Technician I	3.00		3.00	
3900	Parking Control Officer	3.00		3.00	
2850	Redevelopment Assistant	0.05		0.05	
0736	Senior Office Specialist	0.40		0.30	
	TOTAL	<u>10.15</u>		<u>9.75</u>	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA Parking Meter & Facilities	PROGRAM 27-013/014/015			
Statement of Purpose				
<p><i>To effectively control the availability, rates, and duration of use of public on-street parking in the Downtown area and in the Willard Street neighborhood.</i></p> <p>The City of Santa Ana has four parking garages operating in the Downtown area. In order to properly control the inventory and rates for available downtown parking, the Parking Meter Program operates and manages approximately 1,400 metered spaces throughout the area. The cost of the program is funded from meter revenues and parking fines. Excess revenue is allocated to parking garage debt services.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Implemented Phase II of the Downtown Meterscape. * Refurbished standard meter housing. * Replaced obsolete meter heads in the Willard area and Mid-Town. * Completed the selection of a Parking Management company for downtown parking garages. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Modernize parking structure operating equipment. * Implement Phase I to refurbish substandard meter housings. * Implement structural improvements to parking garages. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
No. of parking meters maintained	1,400	1,400	1,400	1,428
No. of meters maintained per technician	350	280	350	476
Efficiency				
Annual revenue collected per meter	\$780	\$771	\$771	\$756
Meter revenue collected per technician	\$273,153	\$216,000	\$270,000	\$360,000
Effectiveness				
Annual meter revenue collection	\$1,092,612	\$1,080,000	\$1,080,000	\$1,080,000
Annual violation revenue generated	\$367,634	\$300,000	\$350,000	\$350,000

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA					FUND	27
Parking Meter					Activity	13
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	482,521	432,111	589,990	577,675	
6131	Salaries & Wages-Temporary	0	0	19,210	20,070	
6141	Salaries & Wages-Overtime	3,527	7,594	10,000	0	
6151	Retirement Plan Charges	37,734	35,903	48,460	48,525	
6161	Medicare Insurance	6,963	6,004	8,600	8,385	
6171	Employees Insurance	103,450	95,532	131,840	142,210	
6172	Retiree Health Insurance	2,431	3,299	5,430	8,085	
6181	Compensation Insurance	12,591	12,688	16,995	16,675	
6191	Other Personnel Services	11,930	12,525	13,150	13,845	
	SUBTOTAL PERSONNEL	661,148	605,656	843,675	835,470	
6211	Communications	7,785	5,124	4,800	5,280	
6214	Cell Phone Charges	446	1,913	7,200	3,000	
6221	Training & Transportation	0	1,096	4,500	4,500	
6231	Advertising	0	0	1,500	1,500	
6251	Other Agency Services	253	0	1,010	1,010	
6281	M&R Machinery & Equipment	1,361	522	40,600	40,600	
6291	Other Contractual Services	188,361	154,581	210,465	194,540	
6294	Lease Payments	0	64,986	73,920	67,585	
	SUBTOTAL CONTRACTUAL	198,207	228,222	343,995	318,015	
6391	Operating Materials & Supplies	22,330	20,079	38,035	33,300	
	SUBTOTAL COMMODITIES	22,330	20,079	38,035	33,300	
6511	Equipment Rental	34,315	36,820	36,820	33,140	
6535	Treasury Services Charge	11,380	11,525	12,045	12,890	
6536	Hearing Officer Charges	5,000	5,750	6,040	6,040	
6537	IS Strategic Plan	35,615	35,615	35,615	35,615	
6590	Indirect Costs	72,788	68,545	84,010	98,570	
6591	Depreciation	340,659	312,647	0	0	
	SUBTOTAL FIXED CHARGES	499,757	470,902	174,530	186,255	
6641	Machinery & Equipment	0	0	71,000	80,000	
6661-1	Computer Software Exp	0	91	0	0	
	SUBTOTAL CAPITAL	0	91	71,000	80,000	
	TOTAL	1,381,442	1,324,950	1,471,235	1,453,040	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time		Full Time	
2865	Asst. Director of Community Development	0.30		0.00	
7584	Senior Community Dev. Analyst	0.40		0.40	
2890	Parking Meter Operations Supervisor	1.00		1.00	
0080	Parking Meter Technician II	2.00		2.00	
7160	Parking Meter Technician I	3.00		3.00	
3900	Parking Control Officer	3.00		3.00	
2850	Redevelopment Assistant	0.05		0.05	
7360	Senior Office Specialist	0.40		0.30	
	TOTAL	10.15		9.75	

ENTERPRISE FUNDS

PARKING ENTERPRISE - CDA					FUND	27
Parking Facilities					Activity	14
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6291	Other Contractual Services	<u>964,938</u>	<u>986,549</u>	<u>973,500</u>	<u>1,007,500</u>	
	SUBTOTAL CONTRACTUAL	964,938	986,549	973,500	1,007,500	
6521	Insurance (Risk Management)	<u>11,410</u>	<u>12,095</u>	<u>12,780</u>	<u>12,820</u>	
	SUBTOTAL FIXED CHARGES	11,410	12,095	12,780	12,820	
6621	Building Improvements	0	23,819	0	300,000	
6631	Improvements Other Than Building	0	0	0	55,000	
6641	Machinery & Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>400,000</u>	
	SUBTOTAL CAPITAL	0	23,819	0	755,000	
	TOTAL	<u><u>976,348</u></u>	<u><u>1,022,463</u></u>	<u><u>986,280</u></u>	<u><u>1,775,320</u></u>	

PARKING ENTERPRISE - CDA					FUND	27
Parking Facilities - Debt Service					Activity	15
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6292	Trustee Fees	<u>2,406</u>	<u>2,406</u>	<u>5,000</u>	<u>5,000</u>	
	SUBTOTAL CONTRACTUAL	2,406	2,406	5,000	5,000	
6781-100	Amortized Bond Discount	0	45,045	0	0	
6791	Bond Interest	544,163	503,751	466,565	441,065	
6795	Amortized Bond Discount	<u>45,045</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	SUBTOTAL DEBT SERVICE	589,208	548,796	466,565	441,065	
	TOTAL	<u><u>591,614</u></u>	<u><u>551,202</u></u>	<u><u>471,565</u></u>	<u><u>446,065</u></u>	
6781	Bond Principal (Principal Paid)	1,350,000	1,440,000	850,000	820,000	

**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITARY SEWER SERVICES

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5499	Sanitary Sewer Service Charge	2,607,185	3,175,628	3,878,190	4,658,075
5621	Expense Reimbursement	75,000	113,054	0	0
5799	Misc. Recoveries	1,587	133,288	0	0
5812	Earning on Investment	23,756	40,303	30,000	40,300
	TOTAL REVENUES	<u>2,707,528</u>	<u>3,462,273</u>	<u>3,908,190</u>	<u>4,698,375</u>
EXPENDITURES					
56-575	Sewer Services	2,817,975	3,083,711	3,908,190	4,698,375
	TOTAL EXPENDITURES	<u>2,817,975</u>	<u>3,083,711</u>	<u>3,908,190</u>	<u>4,698,375</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	1,180,522	1,299,364	1,574,975	1,604,825
6200	Contractual	606,453	809,307	1,044,600	1,104,600
6300	Commodities	52,961	43,402	90,000	75,000
6500	Fixed Charges	975,345	881,544	434,775	446,735
6600	Capital	2,694	50,094	763,840	1,467,215
	TOTAL	<u>2,817,975</u>	<u>3,083,711</u>	<u>3,908,190</u>	<u>4,698,375</u>
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.50		1.50	
4210	Equip Operator - Water Maintenance	4.00		0.00	
	Equip Operator - Water Services	0.00		4.00	
2129	Principal Civil Engineer	0.50		0.50	
2210	Sanitation Inspector II	1.25		1.25	
2131	Senior Civil Engineer	0.50		0.50	
4360	Street Maintenance Supervisor	0.25		0.25	
4520	Water Maintenance Crew Leader	0.75		0.00	
	Water Servcies Crew Leader	0.00		0.75	
4380	Water Maintenance Supervisor	0.75		0.00	
	Water Services Supervisor	0.00		0.75	
4570	Water Maintenance Worker II	6.00		0.00	
	Water Services Worker II	0.00		6.00	
0920	Water Systems Operator II	0.10		0.10	
4530	Water Systems Operator III	0.10		0.10	
9260	Senior Maintenance Worker, P/T		1.00		1.00
	TOTAL	<u>15.70</u>	<u>1.00</u>	<u>15.70</u>	<u>1.00</u>

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Sewer Services

PROGRAM
56-575

Statement of Purpose

To provide cleaning, rehabilitation, and repair of sanitary sewer facilities and remove sewer main blockages.

The Sewer Maintenance Program provides for the proper cleaning, repair, and operation of 450 miles of sanitary sewer system facilities. The program ensures compliance with the Regional Water Quality Control Board Fats, Oils, and Grease Control Program. The program is responsible for maintenance of two sewage lift stations for transporting sewage from the City to the Orange County Sanitation District.

Accomplishments in FY 06-07 & 07-08

- * Cleaned 907 miles of sewer lines.
- * Inspected 518,780 lineal feet (98 miles) of sewer mains using video.
- * Responded to and corrected all blockages of City sewer facilities.
- * Enforced City sewer spill response and reporting procedures for 18 occurrences.
- * Constructed 7,400 lineal feet of new sewer main.
- * Complied with all Regional Water Quality Control Board Waste Discharge Permit requirements.

Action Plan for FY 2008-09

- * Continue management of the Fats, Oils, and Grease Control Program.
- * Construct 3,500 lineal feet of new sewer main through the Capital Improvement Program.
- * Continue the sewer lateral repair program.
- * Begin construction of the relocation and upgrade of the Segerstrom Sewer Lift Station.
- * Meet State Water Quality Control Board requirements for a Sewer System Management Plan.
- * Meet State Water Quality Control Board requirements related to the Fats, Oils, and Grease Control Program.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of miles of sewer mains cleaned	454	357	450	420
# of sewer mains TV-inspected (in lineal feet)	268,379	253,780	265,000	270,000
# of sewer main blockages cleared	31	24	28	21
# of sewer main laterals repaired/replaced	161	183	165	190
# of sewer main trouble spots cleaned	846	843	840	840
Lineal feet of sewer mains designed by City Staff	5000	3900	3500	3500
Lineal feet of sewer mains replaced	2000	3500	3000	3000
Efficiency				
% of sewer laterals repaired/rehabilitated within 10 working days	90	90	95	95
% of sewer inquiries response to customer within 4 hours	100	100	100	100
% of development projects with adequate sewer system capacity	100	100	100	100
% of emergency sewer lateral repairs completed within 48 hours	100	100	100	100

ENTERPRISE FUND

SANITARY SEWER SERVICE ENTERPRISE
Sewer Services

FUND 56
Activity 575

Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	820,420	916,199	1,046,965	1,084,040
6131	Salaries & Wages-Temporary	0	1,025	14,570	16,840
6141	Salaries & Wages-Overtime	18,951	27,935	30,000	38,000
6151	Retirement Plan	65,829	73,131	85,320	90,525
6161	Medicare Insurance	7,928	9,139	11,740	10,640
6171	Employees Insurance	129,546	148,354	162,085	193,630
6172	Retiree Insurance	6,095	8,032	10,325	14,985
6181	Compensation Insurance	83,059	95,616	113,970	106,165
6191	Other Personnel Services	48,694	19,933	100,000	50,000
	SUBTOTAL PERSONNEL	1,180,522	1,299,364	1,574,975	1,604,825
6211	Communications	2,184	991	4,000	4,000
6221	Training & Transportation	3,371	2,992	4,000	4,000
6251	Other Agency Services	4,739	4,676	58,500	33,500
6281	M & R Machinery & Equipment	0	0	1,000	1,000
6291	Other Contractual Services	596,159	800,647	977,100	1,062,100
	SUBTOTAL CONTRACTUAL	606,453	809,307	1,044,600	1,104,600
6391	Operating Materials & Supplies	52,961	43,402	90,000	75,000
	SUBTOTAL COMMODITIES	52,961	43,402	90,000	75,000
6511	Equipment Rental, City	152,690	182,855	219,145	225,560
6537	Automation Plan	10,000	0	0	0
6590	Indirect Costs	151,936	52,953	68,660	55,465
6591	Depreciation	506,449	474,281	0	0
6595	Public Works Administrative Charge	154,270	171,455	146,970	165,710
	SUBTOTAL FIXED CHARGES	975,345	881,544	434,775	446,735
6631	Imp other than buildings	97,780	34,152	715,340	1,387,215
6641	Machinery & Equipment	(95,086)	15,942	48,500	80,000
	SUBTOTAL CAPITAL	2,694	50,094	763,840	1,467,215
	TOTAL	2,817,975	3,083,711	3,908,190	4,698,375

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	1.50		1.50	
4210	Equip Operator - Water Maintenance	4.00		0.00	
	Equip Operator - Water Services	0.00		4.00	
2129	Principal Civil Engineer	0.50		0.50	
2210	Sanitation Inspector II	1.25		1.25	
2131	Senior Civil Engineer	0.50		0.50	
4360	Street Maintenance Supervisor	0.25		0.25	
4520	Water Maintenance Crew Leader	0.75		0.00	
	Water Servcies Crew Leader	0.00		0.75	
4380	Water Maintenance Supervisor	0.75		0.00	
	Water Services Supervisor	0.00		0.75	
4570	Water Maintenance Worker II	6.00		0.00	
	Water Services Worker II	0.00		6.00	
0920	Water Systems Operator II	0.10		0.10	
4530	Water Systems Operator III	0.10		0.10	
9260	Senior Maintenance Worker, P/T		1.00		1.00
	TOTAL	15.70	1.00	15.70	1.00

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**ENTERPRISE FUND
RESOURCE SUMMARY**

FEDERAL CLEAN WATER PROTECTION ENTERPRISE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5350	1 Storm Drain/GIS Facility Grant	368,354	0	134,670	0
5350	2 Urban Runoff Grant	87,228	0	30,000	0
5499	NPDES Surcharge	2,269,182	2,388,868	2,390,615	2,503,795
5621	Cost Reimbursement	75	0	0	0
5799	Miscellaneous Recoveries	0	500	0	0
5812	Earnings on Investment	48,766	72,808	65,000	58,000
	TOTAL REVENUES	<u>2,773,605</u>	<u>2,462,176</u>	<u>2,620,285</u>	<u>2,561,795</u>
EXPENDITURES					
57-635	Fed Clean Water Protection Enterprise	2,143,485	2,798,165	3,511,535	2,685,995
	TOTAL EXPENDITURES	<u>2,143,485</u>	<u>2,798,165</u>	<u>3,511,535</u>	<u>2,685,995</u>

OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	609,657	1,184,116	1,219,165	782,200
6200	Contractual	955,716	760,032	1,053,000	1,153,250
6300	Commodities	1,140	1,239	2,000	2,000
6500	Fixed Charges	368,180	688,932	747,890	526,625
6600	Capital	8,792	163,845	200,700	200,700
6800	Internal Fund Transfer	200,000	0	0	0
	TOTAL	<u>2,143,485</u>	<u>2,798,165</u>	<u>3,222,755</u>	<u>2,664,775</u>
6911	Reserve Appropriation	0	0	288,780	21,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
210	Assistant Engineer II	0.50		0.25	
315	Deputy City Engineer	0.45		0.00	
425	Equipment Operator - Motor	4.00		4.00	
424	Equipment Operator - Street	2.00		0.00	
390	Parking Control Officers	3.00		1.00	
212	Principal Civil Engineer	0.25		0.25	
221	Sanitation Inspector II	1.25		0.50	
160	Senior Assistant Engineer	0.50		0.50	
213	Senior Civil Engineer	0.70		0.70	
436	Street Maintenance Supervisor	0.25		0.00	
	Total	<u>12.90</u>		<u>7.20</u>	

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE - PWA
Federal Clean Water Protection

PROGRAM
57-635

Statement of Purpose

To provide storm drain systems operation and maintenance, and pollution reduction under the National Pollutant Discharge Elimination System permit issued by the Santa Ana Region of Water Quality Control Board in January 2002.

Accomplishments in FY 06-07 & 07-08

- * Inspected all high- and medium-priority industrial sites to ensure compliance with the permit
- * Bid and awarded NPDES Capital Project to ensure City Yard compliance with the NPDES permit.
- * Ensured NPDES construction compliance of all Public Works and private development projects.
- * Participated in all countywide committees to ensure the City's interests are protected relative to the NPDES Program
- * Submitted annual reports as required by the NPDES permit
- * Submitted Local Implementation Plan as required by the permit
- * Began follow-up restaurant inspections for infractions submitted by the County.
- * Inspected all Citywide facilities for compliance with the NPDES permit

Action Plan for FY 2008-09

- * Continue training City staff and contract field operations to ensure compliance with the NPDES permit
- * Utilize videos produced with the Proposition 13 public education and outreach grants within both residential and business communities to reduce storm water pollution
- * Complete NPDES Capital Project to ensure citywide facility compliance with the NPDES Permit
- * Inspect all construction projects (public and private) at least once during the wet season.
- * Inspect all commercial/industrial sites as required by the NPDES permit
- * Identify remaining industrial facilities that do not have business permits and prioritize facilities into low, medium or high priority
- * Explore grant opportunities to fund a portion of this program
- * Create a written policy and procedures process for the review and conditioning of NPDES-related requirements in the development process.
- * Coordinate and implement the NPDES permit requirements for dry weather monitoring
- * Create written policy and procedures guidelines for Citywide maintenance and operations compliance with NPDES requirements.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Miles of channels cleaned	4.6	4.6	4.6	4.6
# of catch basins cleaned	1,500	1,500	1,508	1,508
# of development sites inspected	90	88	50	50
# of industrial sites inspected	350	206	70	225
# of commercial sites inspected	450	660	305	575
# of meetings attended as Co-Permittee	35	25	25	25

ENTERPRISE FUND

FEDERAL CLEAN WATER PROTECTION ENTERPRISE
Federal Clean Water Protection

FUND 57
Activity 635

Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	464,345	875,919	928,490	587,675
6131	Salaries Temp	756	0	0	0
6141	Salaries Overtime	7,798	12,271	6,000	15,000
6151	Retirement Plan	34,390	62,657	74,835	48,400
6161	Medicare Insurance	2,520	3,619	7,875	4,570
6171	Employees Insurance	73,061	113,585	117,725	76,875
6172	Retiree Insurance	2,762	5,898	9,110	8,065
6181	Compensation Insurance	23,463	59,489	75,130	41,615
6191	Other Personal Services	562	50,679	0	0
	SUBTOTAL PERSONNEL	609,657	1,184,116	1,219,165	782,200
6211	Communications	441	977	500	1,250
6221	Training & Transportation	0	252	2,500	2,000
6291	Other Contractual Services	955,275	758,803	1,050,000	1,150,000
	SUBTOTAL CONTRACTUAL	955,716	760,032	1,053,000	1,153,250
6391	Operating Materials & Supplies	1,140	1,239	2,000	2,000
	SUBTOTAL COMMODITIES	1,140	1,239	2,000	2,000
6511	Equipment Rental, City	176,330	432,605	438,265	445,340
6521	Insurance (Risk Management)	46,220	48,995	51,935	51,935
6590	Indirect Costs	0	44,282	58,780	29,350
6595	Public Works Administrative Charges	145,630	163,050	198,910	0
	SUBTOTAL FIXED CHARGES	368,180	688,932	747,890	526,625
6631	Imp Other than Buildings	8,792	163,845	200,000	200,000
6651	Books Records Video	0	0	200	200
6661	Computer Software	0	0	500	500
	SUBTOTAL CAPITAL	8,792	163,845	200,700	200,700
6800	Transfer to General Fund	200,000	0	0	0
	SUBTOTAL INTERFUND TRANSFERS	200,000	0	0	0
	TOTAL	2,143,485	2,798,165	3,222,755	2,664,775
6911	Reserve Appropriations	0	0	288,780	21,220

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	0.50		0.25	
0315	Deputy City Engineer	0.45		0.00	
4250	Equipment Operator - Motor Sweeper	4.00		4.00	
4240	Equipment Operator - Street	2.00		0.00	
3900	Parking Control Officer	3.00		1.00	
2129	Principal Civil Engineer	0.25		0.25	
2210	Sanitation Inspector II	1.25		0.50	
1600	Senior Assistant Engineer	0.50		0.50	
2131	Senior Civil Engineer	0.70		0.70	
4360	Street Maintenance Supervisor	0.25		0.00	
	Total	12.90		7.20	

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

ACTIVITIES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES				
5581 Regular Water Sales	33,171,998	36,905,406	40,063,800	43,702,500
5581-100 Fireline Service Charge	229,564	230,890	230,000	230,000
5581-200 Basic Service Charge	3,653,054	3,660,020	3,650,000	3,650,000
5581-300 Door Tag Fee	116,411	147,727	100,000	100,000
5581-500 Reconnection Charge	97,390	114,481	90,000	100,000
5582 Misc. Water Sales	142,377	107,445	130,000	100,000
5618 Penalties	666,755	695,736	600,000	600,000
5618-141 After Hours Service Charge	710	1,127	0	0
5621 Expense Reimbursement	0	35,590	0	0
5699/799 Misc. Refunds/Recoveries	0	21,332	0	0
5804 Rental of Property	300,000	300,000	300,000	300,000
5812 Earnings on Investments	443,316	710,969	350,000	400,000
TOTAL WATER FUND REVENUES	<u><u>38,821,575</u></u>	<u><u>42,930,722</u></u>	<u><u>45,513,800</u></u>	<u><u>49,182,500</u></u>
EXPENDITURES				
61-571 Water Revenue Bond Debt Service	759,785	761,575	1,519,135	1,518,650
62-572 Utility Loan Repayment	88,382	63,207	199,870	199,870
64-574 Water Production & Supply	18,931,232	20,490,729	20,448,315	22,902,845
64-575 Water Systems Maintenance	2,581,587	2,923,257	3,557,350	3,852,485
64-576 Miscellaneous Operating Expenses	8,415,183	8,918,106	10,956,695	11,611,760
64-577 Water Asphalt Maintenance	384,958	(24)	0	0
64-578 Water Quality & Measurement	1,087,254	1,241,028	1,660,785	1,806,020
64-579 Water Administration & Engineering	2,461,388	2,587,147	3,328,810	4,195,500
66-578 Water Construction	139,176	1,629	0	0
66-579 Water Capital Construction	2,719,636	2,158,773	4,192,840	5,345,370
TOTAL	<u><u>37,568,581</u></u>	<u><u>39,145,427</u></u>	<u><u>45,863,800</u></u>	<u><u>51,432,500</u></u>
OPERATING EXPENSE				
	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100 Personnel	3,993,214	2,828,054	4,191,600	4,650,305
6200 Contractual	6,888,380	9,895,512	13,668,345	13,866,785
6300 Commodities	10,836,825	8,929,807	7,011,405	9,850,240
6500 Fixed Charges	13,965,754	14,497,602	12,841,605	15,062,580
6600 Capital	1,036,241	2,169,670	4,781,840	6,284,070
6700 Debt Service	848,167	824,782	1,719,005	1,718,520
6800 Transfer to General Fund	0	0	1,650,000	0
TOTAL	<u><u>37,568,581</u></u>	<u><u>39,145,427</u></u>	<u><u>45,863,800</u></u>	<u><u>51,432,500</u></u>

**ENTERPRISE FUND
RESOURCE SUMMARY**

WATER ENTERPRISE - PWA

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
4125	Assistant Instrument Technician	1.00		1.00	
4210	Equipment Operator - Water Maintenance	4.00		0.00	
	Equipment Operator - Water Services	0.00		4.00	
4130	Instrument Technician	1.00		1.00	
2129	Principal Civil Engineer	1.50		1.50	
2131	Senior Civil Engineer	1.50		1.50	
1380	Senior Water Maintenance Supervisor	1.00		1.00	
6240	Senior Water Systems Operator	1.00		1.00	
4360	Street Maintenance Supervisor	0.50		0.50	
6130	Utility Inspector	1.00		0.00	
	Water Services Utility Inspector	0.00		1.00	
4520	Water Maintenance Crew Leader	1.25		0.00	
	Water Services Crew Leader	0.00		1.25	
4380	Water Maintenance Supervisor	1.25		0.00	
	Water Services Supervisor	0.00		1.25	
4570	Water Maintenance Worker II	8.00		0.00	
	Water Services Worker II	0.00		8.00	
0030	Water Meter Repairer II	4.00		0.00	
	Water Services Meter Repairer II	0.00		4.00	
1300	Water Quality Coordinator	1.00		0.00	
	Water Services Quality Coordinator	0.00		1.00	
2220	Water Quality Inspector	1.00		0.00	
	Water Services Quality Inspector	0.00		1.00	
1680	Water Quality Supervisor	1.00		0.00	
	Water Services Quality Supervisor	0.00		1.00	
4410	Water Resources Manager	1.00		1.00	
0920	Water Systems Operator II	2.90		2.90	
4530	Water Systems Operator III	2.90		2.90	
8000	Administrative Intern, P/T		1.00		1.00
9130	Engineering Intern, P/T		4.00		4.00
9260	Senior Maintenance Worker, P/T		1.00		1.00
	TOTAL	----- 39.30 =====	----- 6.00 =====	----- 39.30 =====	----- 6.00 =====

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ENTERPRISE FUND

WATER ENTERPRISE - PWA				FUND	61
Water Revenue Bond Debt Service				Activity	571
FY Ending June 30th	PRINCIPAL Due Sept. 1	INTEREST Due Sept. 1	INTEREST Due March 1	TOTAL INTEREST	TOTAL DEBT SERVICE
2005	0.00	406,197.05	395,218.75	801,415.80	801,415.80
2006	740,000.00	395,218.75	387,818.75	783,037.50	1,523,037.50
2007	750,000.00	387,818.75	379,381.25	767,200.00	1,517,200.00
2008	770,000.00	379,381.25	369,756.25	749,137.50	1,519,137.50
2009	790,000.00	369,756.25	358,893.75	728,650.00	1,518,650.00
2010	810,000.00	358,893.75	349,275.00	708,168.75	1,518,168.75
2011	830,000.00	349,275.00	338,381.25	687,656.25	1,517,656.25
2012	855,000.00	338,381.25	326,090.63	664,471.88	1,519,471.88
2013	880,000.00	326,090.63	312,340.63	638,431.26	1,518,431.26
2014	900,000.00	312,340.63	297,153.13	609,493.76	1,509,493.76
2015	930,000.00	297,153.13	280,878.13	578,031.26	1,508,031.26
2016	965,000.00	280,878.13	263,387.50	544,265.63	1,509,265.63
2017	1,000,000.00	263,387.50	244,387.50	507,775.00	1,507,775.00
2018	1,040,000.00	244,387.50	218,387.50	462,775.00	1,502,775.00
2019	1,095,000.00	218,387.50	191,012.50	409,400.00	1,504,400.00
2020	1,145,000.00	191,012.50	165,250.00	356,262.50	1,501,262.50
2021	1,195,000.00	165,250.00	135,375.00	300,625.00	1,495,625.00
2022	1,255,000.00	135,375.00	104,000.00	239,375.00	1,494,375.00
2023	1,320,000.00	104,000.00	71,000.00	175,000.00	1,495,000.00
2024	1,385,000.00	71,000.00	36,375.00	107,375.00	1,492,375.00
2025	1,455,000.00	36,375.00	0.00	36,375.00	1,491,375.00
	<u>20,110,000.00</u>	<u>5,630,559.57</u>	<u>5,224,362.52</u>	<u>10,854,922.09</u>	<u>30,964,922.09</u>

SANTA ANA FINANCING AUTHORITY
WATER REVENUE BONDS, SERIES 2004

SCHEDULE OF ANNUAL DEBT SERVICE

This debt service schedule pertains to Water Refunding Revenue Bonds Series 2004 authorized and issued by the Santa Ana Financing Authority (SAFA) in 2004 for \$20,110,000. This activity accounts for all monies needed to meet the debt service requirements each fiscal year, with interest payments due semi-annually on September 1 and March 1. Final payment on this bonded debt is scheduled in FY 2025.

		ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
61-571	Bond Interest	761,575	749,138	728,650
61-571	Amortization Bond Discount & Issuance Costs	0	33,600	0
	TOTAL	<u>761,575</u>	<u>782,738</u>	<u>728,650</u>

ENTERPRISE FUND

WATER ENTERPRISE - PWA					
Water Utility Loan Repayment					
		FUND		62	
		Activity		572	
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6781	Loan Repayment	88,382	63,207	199,870	199,870
	SUBTOTAL DEBT SERVICE	----- 88,382	----- 63,207	----- 199,870	----- 199,870
	TOTAL	=====	=====	=====	=====
<p>The City of Santa Ana entered into an agreement with the Orange County Water District for a low interest loan to construct three (3) new conjunctive use water production wells. These wells were completed in FY 96-97 and the tenth loan payment of \$199,870 is due during FY 08-09. The loan term is for 20 years.</p>					

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 64			
Water Inter Fund Transfers		Activity 013			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6800	Transfer to Fund 66 Acquisition & Const.	2,796,430	3,332,860	4,192,840	5,345,370
	SUBTOTAL INTER FUND TRANSFERS	<u>2,796,430</u>	<u>3,332,860</u>	<u>4,192,840</u>	<u>5,345,370</u>
	TOTAL	<u>2,796,430</u>	<u>3,332,860</u>	<u>4,192,840</u>	<u>5,345,370</u>
<p>The purpose of this program is to place the Water Utility on a cost-basis directly comparable, including tax charges and profits, to privately-owned systems. Funds are then applied to water production, maintenance, and servicing accounts, and the remainder is transferred to utility capital accounts for acquisition and construction.</p>					

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Production & Supply

PROGRAM
64-574

Statement of Purpose

To provide all residents with a reliably produced, stored, and treated drinking water supply that is pure and safe to drink.

This program supplies water from local water wells and from the Metropolitan Water District of Southern California (MWDSC). This achieves the most cost-effective source of water by maintaining a ratio of 69% well water and 31% imported water. The program involves the operation and maintenance of 20 wells, 27 pumps, 8 reservoirs, 7 imported water connections, control facilities, and a Supervisory Control and Data Acquisition (SCADA) system necessary to accomplish these goals.

Accomplishments in FY 06-07 & 07-08

- * Operated and maintained water production and supply facilities in accordance with industry standards.
- * Optimized the production ratio between groundwater and imported water from MWDSC.
- * Completed booster pump rehabilitations for two pumps.
- * Completed equipment and casing rehabilitation for one well facility for enhanced efficiency.
- * Started SCADA System Phase II change from telephone to radio communication.
- * Participated in well in-lieu groundwater storage program in cooperation with the Orange County Water District.
- * Constructed Garthe Reservoir Booster Station variable frequency drive upgrade project.
- * Pumped groundwater at 82% of City supply in cooperation with OCWD and MWD programs.
- * Completed Variable Frequency Drive installations at Well Nos. 28 and 38.

Action Plan for FY 2008-09

- * Continue to balance groundwater production and import water purchases.
- * Perform additional booster pump rehabilitations.
- * Install on-line chlorine analyzers at seven pump stations.
- * Complete SCADA System change from telephone to radio communication and continue RTU upgrades.
- * Install Variable Frequency Drives at East Station.
- * Rehabilitate Well No. 24.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of gallons produced per day from wells (in millions)	25.4	28.4	31.9	27.7
# of gallons imported per day (in millions)	14.3	12.8	7	12.5
# of water system stations monitored (RTU) per year	37	37	39	39
Effectiveness				
# of in-service reservoir inspections performed per year	8	8	8	8
# of customer water service interruptions due to water production equipment outages	0	0	0	0
% of adherence to the Orange County Basin Equity Plan to provide the maximum water supply from local sources	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 64			
Water Production & Supply		Activity 574			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,117,889	188,358	744,760	803,055
6131	Salaries & Wages-Temporary	14,938	21,170	29,005	32,400
6141	Salaries & Wages-Overtime	38,550	41,946	40,000	40,000
6151	Retirement Plan	49,289	53,618	60,710	67,475
6161	Medicare Insurance	7,410	7,739	8,265	8,970
6171	Employees Insurance	90,611	96,564	100,770	186,450
6172	Retiree Insurance	4,694	5,856	7,315	11,045
6181	Compensation Insurance	60,754	66,438	85,845	81,160
6191	Other Personnel Services	0	301	1,000	0
	SUBTOTAL PERSONNEL	1,384,135	481,989	1,077,670	1,230,555
6201	Utilities	1,389,530	1,819,352	2,682,010	2,443,300
6211	Communications	53,991	48,338	45,000	30,000
6221	Training & Transportation	6,098	5,521	7,500	7,500
6241	Janitorial & Housekeeping	0	0	0	0
6251	Other Agency Services	33,005	45,646	52,000	88,430
6261	M & R Buildings & Grounds	13,213	20,723	30,000	30,000
6271	M & R Improvements	0	3	5,000	5,000
6281	M&R Machinery & Equipment	2,402	0	10,000	10,000
6291	Other Contractual Services	4,415,548	6,405,580	8,799,570	8,741,200
	SUBTOTAL CONTRACTUAL	5,913,787	8,345,163	11,631,080	11,355,430
6391	Operating Materials & Supplies	10,308,038	8,371,809	6,256,680	8,901,100
	SUBTOTAL COMMODITIES	10,308,038	8,371,809	6,256,680	8,901,100
6511	Equipment Rental, City	46,640	52,465	56,225	71,650
6521	Insurance (Risk Management)	607,190	681,125	721,995	721,995
6537	Information Systems Strategic Plan	517,480	517,480	517,480	517,480
6590	Indirect Costs	31,424	41,704	51,185	42,635
6591	Depreciation	14,012	1,998,995	0	0
	SUBTOTAL FIXED CHARGES	1,216,746	3,291,769	1,346,885	1,353,760
6641	Machinery & Equipment	103,150	0	130,000	60,000
6651	Books, Records, Videos	823	0	2,000	2,000
6661	Computer Software	4,553	0	4,000	0
	SUBTOTAL CAPITAL	108,526	0	136,000	62,000
6951	Depreciation	0	0	0	0
	TOTAL	18,931,232	20,490,729	20,448,315	22,902,845
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4125	Assistant Instrument Technician	1.00		1.00	
4130	Instrument Technician	1.00		1.00	
2129	Principal Civil Engineer	0.70		0.70	
6240	Senior Water Systems Operator	1.00		1.00	
4410	Water Resources Manager	0.50		0.50	
0920	Water Systems Operator II	2.90		2.90	
4530	Water Systems Operator III	2.90		2.90	
8000	Administrative Intern, P/T		1.00		1.00
9260	Senior Maintenance Worker, P/T		1.00		1.00
	TOTAL	10.00	2.00	10.00	2.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Systems Maintenance

PROGRAM
64-575

Statement of Purpose

To operate and maintain water mains, hydrants, valves, and service laterals to ensure quality distribution of water to the community.

The Water Systems Maintenance Program provides for the operation and maintenance of the water distribution system that includes approximately 450 miles of water mains, 43,900 metered services, and 5,000 fire hydrants. Program activities include valve replacements, repair of faulty water lines, and replacement of old 2" and smaller water services.

Accomplishments in FY 06-07 & 07-08

- * Repaired 52 main breaks/leaks with minimum disruption to customers.
- * Exercised 9,639 fire hydrants and 3,957 gate valves.

Action Plan for FY 2008-09

- * Respond/repair main breaks/leaks within 8 hours as required.
- * Continue replacement of 2" and smaller water services.
- * Continue gate valve and fire hydrant maintenance programs.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of main breaks repaired	25	27	40	30
# of gate valves operated and checked	3,766	957	3,000	3,000
# of fire hydrants operated	5,428	4,639	5,000	5,000
# of fire hydrants painted	1,552	2,387	2,500	2,500
# of services repaired/replaced	295	309	250	250
# of fire hydrants repaired	97	153	200	200
# of gate valves repaired or replaced	98	64	50	50
Assist contractor/City forces with main shut-downs (in hours)	199	393	400	400
Efficiency				
% of service leaks repaired within 72 hours	100	100	100	100
% of main breaks repaired within 8 hours	100	100	100	100
% of fire hydrants repaired/placed in service within 72 hours	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 64			
Water Systems Maintenance		Activity 575			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	721,039	733,690	881,810	908,390
6141	Salaries & Wages-Overtime	70,891	69,513	80,000	80,000
6151	Retirement Plan	55,115	57,153	71,360	75,250
6161	Medicare Insurance	8,046	8,309	10,880	12,095
6171	Employees Insurance	135,296	130,250	156,625	144,580
6172	Retiree Insurance	4,768	5,861	8,685	12,540
6181	Compensation Insurance	99,104	102,027	119,105	122,825
	SUBTOTAL PERSONNEL	1,094,259	1,106,803	1,328,465	1,355,680
6211	Communications	2,758	3,841	4,500	4,500
6221	Training & Transportation	4,598	2,479	4,000	4,000
6251	Other Agency Services	529	646	5,000	5,000
6281	M&R Machinery & Equipment	686	0	2,000	1,020
6291	Other Contractual Services	116,589	365,269	612,500	699,500
	SUBTOTAL CONTRACTUAL	125,160	372,235	628,000	714,020
6371	Operating Materials & Supplies Improv.	0	163	0	0
6391	Operating Materials & Supplies	335,542	328,736	404,000	554,000
	SUBTOTAL COMMODITIES	335,542	328,899	404,000	554,000
6511	Equipment Rental, City	408,130	408,330	412,605	397,635
6521	Insurance (Risk Management)	303,115	358,810	380,340	380,340
6537	Information Services Strategic Plan	129,200	129,200	129,200	129,200
6572	City Yard Operations	97,990	167,540	174,240	183,475
6590	Indirect Costs	34,743	44,270	60,500	48,135
6591	Depreciation	4,211	0	0	0
	SUBTOTAL FIXED CHARGES	977,389	1,108,150	1,156,885	1,138,785
6641	Machinery & Equipment	49,237	7,170	40,000	90,000
	SUBTOTAL CAPITAL	49,237	7,170	40,000	90,000
	TOTAL	2,581,587	2,923,257	3,557,350	3,852,485

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4210	Equipment Operator-Water Maint.	4.00		0.00	
	Equipment Operator-Water Services	0.00		4.00	
1380	Senior Water Maintenance Supervisor	1.00		1.00	
4360	Street Maintenance Supervisor	0.50		0.50	
4520	Water Maintenance Crew Leader	1.25		0.00	
	Water Services Crew Leader	0.00		1.25	
4380	Water Maintenance Supervisor	1.25		0.00	
	Water Services Supervisor	0.00		1.25	
4570	Water Maintenance Worker II	8.00		0.00	
	Water Services Worker II	0.00		8.00	
	TOTAL	16.00		16.00	

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 64			
Miscellaneous Operating Expenses		Activity 576			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6191	Other Personnel Services	200,000	0	200,000	200,000
	SUBTOTAL PERSONNEL	200,000	0	200,000	200,000
6201	Utilities	687,383	1,032,506	888,000	1,019,650
	SUBTOTAL CONTRACTUAL	687,383	1,032,506	888,000	1,019,650
6534	Information Services Charges	286,945	286,945	398,425	298,425
6535	Customer Services (Water Utility)	1,466,605	1,591,475	1,663,090	1,986,505
6591-1	General Fund Overhead	5,774,250	6,007,180	7,457,180	7,457,180
	SUBTOTAL FIXED CHARGES	7,527,800	7,885,600	9,518,695	9,742,110
6661	Computer Software	0	0	350,000	650,000
	SUBTOTAL CAPITAL OUTLAY	0	0	350,000	650,000
	TOTAL	8,415,183	8,918,106	10,956,695	11,611,760

This activity includes charges to the Water Utility for customer service expenses in connection with the billing and collection of its accounts. These services include meter reading, information (computer) services, mailing of bills, receipts and deposits of payments, investigation of complaints, and serving incoming and outgoing water users. This activity also includes payments made by the Water Utility to the City for overhead costs.

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ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Asphalt Maintenance

PROGRAM
64-577

Statement of Purpose

To repair and maintain pavement above water mains and adjacent to water valves, water meters, and manholes.

The Water Asphalt Maintenance Program provides for the repair of asphalt and PCC street pavement following the repair of water lines, and the adjustment of manhole frames and covers, water valve pots and covers, and meter boxes located in streets and sidewalks.

Accomplishments in FY 06-07 & 07-08

* All equipment and personnel have been transferred to other activities.

Action Plan for FY 2008-09

* All equipment and personnel have been transferred to other activities.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Asphalt trench repair (sf)	31,900	0	0	0
Water valves/meter box adjustments (ea)	45	0	0	0
Manholes raised (ea)	30	0	0	0
PCC pavement repair (sf)	1,420	0	0	0
Efficiency				
% of 30 days on trench repair	100	0	0	0
% of 45 days on PCC repair	100	0	0	0
% of 30 days on water valve, meter box and manhole raising	100	0	0	0

ENTERPRISE FUND

WATER ENTERPRISE - PWA					FUND	64
Water Asphalt Maintenance					Activity	577
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	77,176	0	0	0	0
6141	Salaries & Wages-Overtime	874	0	0	0	0
6151	Retirement Plan	5,834	0	0	0	0
6161	Medicare Insurance	0	0	0	0	0
6171	Employees Insurance	11,173	0	0	0	0
6172	Retiree Insurance	245	0	0	0	0
6181	Compensation Insurance	9,845	0	0	0	0
6191	Other Personnel Services	0	0	0	0	0
	SUBTOTAL PERSONNEL	----- 105,147	----- 0	----- 0	----- 0	----- 0
6211	Communications	1,937	0	0	0	0
6221	Training & Transportation	35	0	0	0	0
6251	Other Agency Services	0	0	0	0	0
6281	M&R Machinery & Equipment	774	0	0	0	0
	SUBTOTAL CONTRACTUAL	----- 2,746	----- 0	----- 0	----- 0	----- 0
6391	Operating Materials & Supplies	17,840	(24)	0	0	0
	SUBTOTAL COMMODITIES	----- 17,840	----- (24)	----- 0	----- 0	----- 0
6511	Equipment Rental, City	51,165	0	0	0	0
6521	Insurance (Risk Management)	141,540	0	0	0	0
6572	City Yard Operations	63,105	0	0	0	0
6590	Indirect Costs	3,415	0	0	0	0
	SUBTOTAL FIXED CHARGES	----- 259,225	----- 0	----- 0	----- 0	----- 0
6641	Machinery & Equipment	0	0	0	0	0
	SUBTOTAL CAPITAL	----- 0	----- 0	----- 0	----- 0	----- 0
	TOTAL	=====	=====	=====	=====	=====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time	Part Time	Full Time	Part Time	
4240	Equipment Operator - Street	0.00		0.00		
4060	Maintenace Worker II	0.00		0.00		
1380	Senior Water Maintenance Supervisor	0.00		0.00		
4360	Street Maintenance Supervisor	0.00		0.00		
	TOTAL	----- 0.00		----- 0.00		
		=====		=====		

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA
Water Quality & Measurement

PROGRAM
64-578

Statement of Purpose

To provide a safe and reliable water supply, accurate measurement of water meters in the water distribution system, protection of the water and sewer infrastructure, and water conservation and education programs.

The water quality monitoring program includes achieving 100% compliance with the regulations and monitoring schedules established by the Department of Health Services, ensuring a safe and reliable water supply. Customers are notified annually of the various elements found in their drinking water. The metering program includes the selection, installation, testing, and maintenance of all water meters. The Underground Service Alert aspect of the program provides location of the infrastructure within 48 hours of notification by the customer. The education program is provided through a contractual program for students within the City's public and private school systems. The program's target goal is to reach a minimum of 8,000 students on an annual basis. The water conservation program includes residential, commercial, and industrial water audits in response to customer inquiries. The cross-connection program provides protection of the public water supply by ensuring the installation, annual testing, and maintenance of all backflow prevention assemblies located within the City.

Accomplishments in FY 06-07 & 07-08

- * Continued coordination with the Finance and Management Services Agency to identify all "stuck" meters and to ensure minimal loss of revenue.
- * Continued replacing deteriorating meter boxes with lighter, more durable composite material boxes.
- * Began digital recording of backflow assemblies to coordinate with the cross-connection program files.
- * Purchased and distributed Watermiser water brooms to various agencies to promote water conservation
- * Continued to provide conservation materials to customers through delivery to locations or distributed at City sponsored events

Action Plan for FY 2008-09

- * Continue with retrofit of older, large meter test assemblies to new test spool assemblies.
- * Continue to enhance preventive maintenance scheduling with the assistance of the City's utility billing system to increase the number of 2" and smaller meters replaced to 2,735 per year.
- * Continue the meter chamber replacement program on the 3" and larger meters to ensure a sound revenue stream.
- * Provide residential, commercial, and industrial water audits improving each customer's water use efficiency.
- * Continue to provide water conservation materials and education for our customers.
- * Continue to digitally record all backflow assemblies located in the City.
- * Begin saving funds to expand the Automatic Meter Reading program in future years.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of water samples performed	9,273	8,627	9,500	9,500
# of water quality reports mailed	43,862	44,112	45,000	45,000
# of backflow tests performed	4,129	4,137	3,680	4,200
% of difference between production and sales	4.4	3.7	5	5
# of 1" and smaller meters replaced	1000	2097	2500	2575
# of 1-1/2" and 2" meters replaced	907	78	150	160
# of 3" and larger meters replaced	8	5	10	12
# of registers replaced	12	41	50	55
# of students educated	4,928	5,715	5,715	8,575
# of water audits performed	20	22	30	40
# of curb stops (valves) replaced	443	383	400	400
# of lids, covers, boxes replaced	775	1032	800	750
# of USA (Dig Alert) tickets completed	2,317	2,304	2,400	2,600
Efficiency				
% of water quality related calls responded to in less than 4 hours	100	100	100	100
% of meter related calls responded to in less than 4 hours	100	100	100	100
% of initial passing backflow tests completed per year	91.1	91.1	90.6	95

ENTERPRISE FUND

WATER ENTERPRISE - PWA					FUND	64
Water Quality & Measurement					Activity	578
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	430,939	453,096	558,355	687,800	
6141	Salaries & Wages-Overtime	75,060	78,908	90,000	90,000	
6151	Retirement Plan	33,221	36,434	44,800	56,750	
6161	Medicare Insurance	2,258	2,653	3,385	4,755	
6171	Employees Insurance	68,608	71,194	69,475	101,475	
6172	Retirees Insurance	2,995	3,543	5,455	9,460	
6181	Compensation Insurance	48,070	46,644	70,405	53,145	
	SUBTOTAL PERSONNEL	661,151	692,472	841,875	1,003,385	
6211	Communications	5,815	6,477	7,000	6,000	
6221	Training & Transportation	2,248	3,674	3,000	4,000	
6251	Other Agency Services	14,332	42,306	79,200	23,500	
6281	M & R Machinery & Equipment	112	0	2,500	2,500	
6291	Other Contractual Services	77,885	68,986	153,460	4,590	
6291-1	Water Conservation Program Agreements	0	0	0	80,000	
	SUBTOTAL CONTRACTUAL	100,392	121,442	245,160	120,590	
6331	Uniforms & Tools	0	89	0	0	
6391	Operating Materials & Supplies	161,618	213,053	334,500	356,500	
6391-1	Water Conservation Program Materials	0	0	0	20,000	
	SUBTOTAL COMMODITIES	161,618	213,142	334,500	376,500	
6511	Equipment Rental, City	44,240	47,460	53,160	49,155	
6521	Insurance (Risk Management)	49,290	89,750	95,135	95,135	
6537	Information Systems Strategic Plan	45,675	45,675	45,675	45,675	
6590	Indirect Costs	22,416	29,739	40,780	37,880	
	SUBTOTAL FIXED CHARGES	161,621	212,624	234,750	227,845	
6641	Machinery & Equipment	1,262	0	2,500	63,100	
6651	Books, Records, Video	1,210	1,251	2,000	2,000	
6661	Computer Software	0	97	0	12,600	
	SUBTOTAL CAPITAL	2,472	1,348	4,500	77,700	
	TOTAL	1,087,254	1,241,028	1,660,785	1,806,020	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2129	Principal Civil Engineer	0.30		0.30	
6130	Utility Inspector	1.00		0.00	
	Water Services Utility Inspector	0.00		1.00	
0030	Water Meter Repairer II	4.00		0.00	
	Water Services Meter Repairer II	0.00		4.00	
1300	Water Quality Coordinator	1.00		0.00	
	Water Services Quality Coordinator	0.00		1.00	
2220	Water Quality Inspector	1.00		0.00	
	Water Services Quality Inspector	0.00		1.00	
1680	Water Quality Supervisor	1.00		0.00	
	Water Services Quality Supervisor	0.00		1.00	
	TOTAL	8.30		8.30	

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA Water Administration & Engineering	PROGRAM 64-579			
Statement of Purpose				
<p><i>To ensure proper maintenance of the City's water facilities and to provide for the planned expansion of the water and wastewater systems to keep pace with anticipated growth and redevelopment.</i></p> <p>Administration and Engineering are responsible for developing and effectively managing the City's water resources and sewer programs. This activity is also responsible for developing and designing new capital projects, coordinating the water and sewer system replacement priorities, protecting water quality and supply, managing deferred maintenance programs, and promoting customer awareness of conservation methods and the City's water goals for a first-rate infrastructure.</p>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Completed Elevated Tank Safety Improvements and recoating project. * Began construction of East and West Reservoir structural retrofit and painting projects. * Designed 49,800 linear feet of water main replacements. * Completed construction of OCWD/MWD Groundwater Storage Program Well Nos. 40 and 41 equipping projects. * Completed design of West Pump Station Facilities Upgrade project. * Began implementation of digital water infrastructure mapping system for field crews. * Completed design of Segerstrom Sewer Lift Station. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Continue implementation of digital water infrastructure mapping system for field crews. * Complete all water and sewer development plan checks on schedule. * Complete design of water and sewer main replacement projects. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Linear feet of water main designed	3,900	27,400	22,400	25,000
# of projects designed by consultants	2	4	4	4
# of development plan checks completed	50	48	50	50
Efficiency				
% of water main projects designed in coordination with street resurfacing projects	100	100	100	100
% of plan checks completed within 10 days	100	100	100	100
% of development projects with adequate water/sewer system capacity	100	100	100	100

ENTERPRISE FUND

WATER ENTERPRISE - PWA					FUND	64
Water Administration & Engineering					Activity	579
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	428,466	426,261	551,380	644,635	
6131	Salaries & Wages-Temporary	26,334	24,214	62,350	64,405	
6141	Salaries & Wages-Overtime	1,894	46	1,000	1,000	
6151	Retirement Plan	33,456	34,489	45,825	55,790	
6161	Medicare Insurance	4,997	5,411	7,710	7,385	
6171	Employees Insurance	42,410	45,802	51,925	68,205	
6172	Retiree Insurance	3,238	3,408	5,445	8,895	
6181	Compensation Insurance	7,648	7,160	17,955	10,370	
	SUBTOTAL PERSONNEL	548,443	546,790	743,590	860,685	
6211	Communications	8,326	9,267	9,000	9,000	
6221	Training & Transportation	2,628	1,360	1,500	8,000	
6251	Other Agency Services	9,749	9,795	15,000	15,000	
6281	M & R Machinery & Equipment	93	155	605	95	
6291	Other Contractual Services	36,537	2,658	250,000	625,000	
	SUBTOTAL CONTRACTUAL	57,333	23,236	276,105	657,095	
6311	Office Supplies	0	39	0	0	
6391	Operating Materials & Supplies	13,120	15,242	16,225	18,640	
	SUBTOTAL COMMODITIES	13,120	15,282	16,225	18,640	
6511	Equipment Rental, City	17,670	18,680	28,440	30,095	
6521	Insurance (Risk Management)	89,780	132,670	140,630	140,630	
6537	Information Systems Strategic Plan	71,780	81,780	81,780	81,780	
6590	Indirect Costs	20,222	25,135	38,665	34,580	
6591	Depreciation	1,763	0	0	0	
6595	Public Works Administrative Charge	1,640,375	1,741,195	1,944,875	2,312,995	
	SUBTOTAL FIXED CHARGES	1,841,590	1,999,460	2,234,390	2,600,080	
6641	Machinery & Equipment	902	0	42,500	23,000	
6651	Books, Records, Videos	0	0	1,000	1,000	
6661	Computer Software	0	2,379	15,000	35,000	
	SUBTOTAL CAPITAL	902	2,379	58,500	59,000	
	TOTAL	2,461,388	2,587,147	3,328,810	4,195,500	

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
2100	Assistant Engineer II	2.50		2.50	
2129	Principal Civil Engineer	0.50		0.50	
2131	Senior Civil Engineer	1.50		1.50	
4410	Water Resources Manager	0.50		0.50	
9130	Engineering Intern , P/T		4.00		4.00
	TOTAL	5.00	4.00	5.00	4.00

ENTERPRISE FUNDS

WATER ENTERPRISE - PWA		PROGRAM		
Water Construction		66-578		
Statement of Purpose				
<p><i>To replace deteriorated or undersized water lines to minimize disruption of water flow, increase water distribution to meet the demands of the community, and provide fire protection.</i></p> <p>Water Construction provides for additions and replacements to the underground water distribution system, which includes construction of new water mains, water service laterals, hydrants, and valves.</p>				
Accomplishments in FY 06-07 & 07-08				
<p>* All expenditures and personnel were transferred to 64-575 Water System Maintenance.</p>				
Action Plan for FY 2008-09				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level Water mains installed (lineal feet)	6,000	0	0	0
Efficiency Water mains installed per authorized position (lineal feet)	600	0	0	0

ENTERPRISE FUND

WATER ENTERPRISE - PWA		FUND 66			
Water Construction		Activity 578			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	77	0	0	0
6131	Salaries Temp	2	0	0	0
6141	Salaries & Wages-Overtime	0	0	0	0
6151	Retirement Plan	0	0	0	0
6161	Medicare Insurance	0	0	0	0
6171	Employees Insurance	0	0	0	0
6172	Retiree Insurance	0	0	0	0
6181	Compensation Insurance	0	0	0	0
6191	Other Personnel Services	0	0	0	0
	SUBTOTAL PERSONNEL	79	0	0	0
6211	Communications	1,058	1,022	0	0
6221	Training & Transportation	92	-92	0	0
6251	Other Agency Services	0	0	0	0
6281	M & R Machinery & Equipment	0	0	0	0
6291	Other Contractual Services	0	0	0	0
	SUBTOTAL CONTRACTUAL	1,150	930	0	0
6311	Office Supplies	429	511	0	0
6391	Operating Materials & Supplies	667	188	0	0
	SUBTOTAL COMMODITIES	1,097	699	0	0
6511	Equipment Rental, City	0	0	0	0
6521	Insurance (Risk Management)	0	0	0	0
6537	Information Systems Strategic Plan	0	0	0	0
6590	Indirect Costs	4	0	0	0
6591	Depreciation	134,322	0	0	0
	SUBTOTAL FIXED CHARGES	134,326	0	0	0
6633	Water Mains & Appurtenances	0	0	0	0
6635	Water Capital Projects	2,526	0	0	0
	SUBTOTAL CAPITAL	2,526	0	0	0
	TOTAL	139,177	1,629	0	0

Note: ALL expenditures are recorded as fixed assets in accordance with Generally Accepted Accounting Practices.

ENTERPRISE FUND

WATER ENTERPRISE - PWA					FUND	66
Water Capital Construction					Activity	579
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6591	Depreciation	1,847,058	0	0	0	
	SUBTOTAL FIXED CHARGES	<u>1,847,058</u>	<u>0</u>	<u>0</u>	<u>0</u>	
6631	Imp Other Than Bldg	325,378	1,023,319	0	0	
6635	Water Capital Proj	547,200	1,135,454	4,192,840	5,345,370	
	SUBTOTAL CAPITAL	<u>872,578</u>	<u>2,158,773</u>	<u>4,192,840</u>	<u>5,345,370</u>	
	TOTAL	<u><u>2,719,636</u></u>	<u><u>2,158,773</u></u>	<u><u>4,192,840</u></u>	<u><u>5,345,370</u></u>	

**ENTERPRISE FUNDS
RESOURCE SUMMARY**

The Depot - CDA

ACTIVITIES		ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
REVENUES					
5482	Rental - Crucero USA	40,700	7,400	0	0
5486	Rental - Tres Estrellas De Oro	45,000	41,500	42,000	45,000
5487	Rental - Transportes Inter-California	41,382	45,996	46,650	85,355
5488	Rental - Casa Santa Fe	35,000	35,525	42,000	42,000
5492	Rental - Amtrak	31,200	31,512	31,200	31,825
5493	Rental - Lee Gift Shop	5,117	6,901	6,900	7,000
5494	Rental - Greyhound	23,200	55,500	66,600	67,770
5495	Rental - Express Café	17,820	18,810	19,000	19,300
5496	Rental - Conference Room	7,610	180	0	0
	SUBTOTAL RENTAL INCOME	247,030	243,325	254,350	298,250
5501	CAM COSTS	126,233	122,006	128,000	102,130
5504	SA W.O.R.K. Center Use Fee	102,694	112,247	142,150	149,260
5505	Rental - County of Orange	87,560	87,685	87,685	88,800
5506	Rental - EDD/State of CA	60,666	76,827	84,360	86,880
	SUBTOTAL RENTAL GOV. ENTITIES	377,153	398,765	442,195	427,070
5611	Concession - Phone Cards	162	88	370	700
5614	Concession - Taxi Stand	54,504	66,132	66,130	69,660
5615	Concession - Telephones	11,080	10,414	12,000	12,000
5617	Concession - Vending Machines	2,750	1,675	0	3,500
	SUBTOTAL CONCESSIONS	68,496	78,309	78,500	85,860
5621	Expense Reimbursement	8,080	0	0	0
5630	Misc. Income	3,950	4,000	4,800	5,000
5804	Lease Income from Fund 11	0	0	132,075	227,450
5812	Earnings on Investments	3,950	6,877	8,000	4,000
5990	Transfer from General Fund	200,000	0	0	0
	SUBTOTAL	215,980	10,877	144,875	236,450
	TOTAL	908,660	731,275	919,920	1,047,630
EXPENDITURES					
067-615	Depot Operations	1,341,789	1,302,952	919,920	1,047,630
	TOTAL	1,341,789	1,302,952	919,920	1,047,630
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
7360	Senior Office Specialist	0.00		0.20	
	TOTAL	0.00		0.20	

ENTERPRISE FUNDS

THE DEPOT - CDA	PROGRAM			
Depot Operations	67-615/616			
Statement of Purpose				
<p><i>To provide Central Orange County with a safe and secure quality facility for rail, bus, and taxi services for commuter and long distance travelers.</i></p> <p>This program provides and coordinates timely, responsive services to maintain leases with corporate retail and public organizations within the facility.</p>				
Accomplishments in FY 06-07 & FY 07-08				
<ul style="list-style-type: none"> * Maintained a quality facility to attract and retain business, commuters and the public. * Furnished and upgraded 4th & 5th floor conference rooms. * Installed new chiller. * Installed decorative lighting in courtyard. * Installed ambient music. * Implemented Preventative Maintenance schedules to additional Depot systems. 				
Action Plan for FY 2008-09				
<ul style="list-style-type: none"> * Ensure a quality facility to attract and retain business, commuters and the public. * Facilitate repainting of Depot exterior. * Replace spindles, bases, caps and cornices to exterior recast. * Add ADA approved components to various areas of the Depot. 				
PERFORMANCE MEASURES	Actual FY 05-06	Actual FY 06-07	Estimated FY 07-08	Objective FY 08-09
Service Level				
# of train passengers	860,000	860,000	885,800	903,860
# of intercity bus passengers	125,000	125,000	128,750	126,700
# of local bus passengers	200,000	200,000	224,000	202,000
# of international passengers	75,000	100,000	103,500	101,270
Efficiency				
Annual cost for facility and landscape maintenance	\$516,663	\$529,430	\$597,100	\$689,000
Annual cost for security services	\$202,405	\$246,000	\$246,000	\$251,000
Effectiveness				
Annual lease revenue	\$497,949	\$504,200	\$568,545	\$528,000
Annual concession revenue	\$68,658	\$81,340	\$78,500	\$90,200
Annual CAM revenue	\$126,233	\$151,000	\$128,000	\$130,000

ENTERPRISE FUNDS

THE DEPOT - CDA					FUND	67
Depot Operations					Activity	615
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	
6111	Salaries & Wages-Regular	53191.44	0	0	9,485	
6141	Salaries & Wages Overtime	581.01	0	0	0	
6151	Retirement Plan	3879.68	0	0	795	
6161	Medicare Insurance	716.24	0	0	140	
6171	Employees Insurance	4995.56	0	0	2,925	
6172	Retiree Health Insurance	339.95	0	0	135	
6181	Compensation Insurance	484.09	0	0	100	
6191	Other Personnel Services	11930.00	(2,270)	13,150	13,850	
	SUBTOTAL PERSONNEL	76117.97	(2,270)	13,150	27,430	
6201	Utilities	182,980	220,148	229,600	231,400	
6211	Communications	4,760	4,721	4,620	4,750	
6214	Cell Phone Charges	0	1,437	0	1,200	
6231	Advertising	0	1,839	20,000	2,000	
6241	Janitorial Services	99,599	128,948	164,000	188,000	
6251	Other Agency Services	0	68	0	0	
6261	M&R Buildings & Grounds	193,864	179,536	168,700	192,525	
6281	M&R Machinery & Equipment	82	0	0	0	
6291	Other Contractual Services	202,405	242,568	249,000	266,000	
	SUBTOTAL CONTRACTUAL	683,688	779,265	835,920	885,875	
6391	Operating Materials & Supplies	40,220	62,738	34,800	61,000	
	SUBTOTAL COMMODITIES	40,220	62,738	34,800	61,000	
6511	Equipment Rental	3,625	3,875	3,875	7,580	
6521	Insurance (Risk Management)	1,870	1,980	2,095	2,100	
6537	IS Strategic Plan	5,000	10,080	10,080	10,080	
6590	Indirect Costs	7,508	122	0	1,565	
6591	Depreciation	523,758	425,027	0	0	
	SUBTOTAL FIXED CHARGES	541,761	441,084	16,050	21,325	
6631	Improvements Other Than Building	0	0	0	30,000	
6641	Machinery & Equipment	0	22,136	20,000	22,000	
	SUBTOTAL CAPITAL	0	22,136	20,000	52,000	
	TOTAL	1,341,788	1,302,952	919,920	1,047,630	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09		
		Full Time		Full Time		
7360	Senior Office Specialist	0.00		0.20		
	TOTAL	0.00		0.20		

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**ENTERPRISE FUND
RESOURCE SUMMARY**

SANITATION ENTERPRISE

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5360	State Tree Planting Grant	30,621	0	0	0
5415	Weed Control Charges	104,670	81,832	0	0
5416	Weed Control Charges	0	820	75,000	75,000
5576	Sanitation Charge	7,796,291	7,799,064	7,800,000	7,800,000
5627	Graffiti Restitution-Courts	16,620	39,725	20,000	50,000
5628	Graffiti Restitution-City	0	100	0	0
5799	Earnings on Investment	30,612	61,441	20,000	60,000
5812	Miscellaneous Recoveries	0	100	0	0
	TOTAL REVENUES	<u>7,978,814</u>	<u>7,983,081</u>	<u>7,915,000</u>	<u>7,985,000</u>
EXPENDITURES					
68-632	Environmental Sanitation	2,609,318	2,590,174	933,690	395,935
68-633	Roadway Cleaning	3,534,351	2,691,314	3,092,265	3,545,320
68-634	Graffiti Abatement	0	20	1,739,965	2,521,505
68-637	Street Trees	2,068,682	1,970,562	2,616,695	2,843,760
	TOTAL EXPENDITURES	<u>8,212,351</u>	<u>7,252,071</u>	<u>8,382,615</u>	<u>9,306,520</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	3,999,873	3,522,040	4,148,615	4,854,990
6200	Contractual	1,253,554	1,178,337	1,519,890	1,506,400
6300	Commodities	171,017	212,423	140,225	185,780
6500	Fixed Charges	2,781,120	2,339,270	2,338,185	2,356,135
6600	Capital	6,787	0	168,000	42,400
	TOTAL	<u>8,212,351</u>	<u>7,252,071</u>	<u>8,314,915</u>	<u>8,945,705</u>
6911	Reserve Appropriation	0	0	67,700	360,815
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		3.00	
4250	Equipment Operator - Motor Sweeper	4.00		4.00	
4240	Equipment Operator - Street	1.00		3.00	
4060	Maintenance Worker II	17.00		17.00	
3900	Parking Control Officer	4.00		6.00	
6140	Projects Manager	2.00		2.00	
4040	Public Works Crew Leader	3.00		3.00	
4430	Public Works Maintenance Manager	1.00		1.00	
2210	Sanitation Inspector II	0.75		0.75	
4360	Street Maintenance Supervisor	1.75		1.75	
4330	Tree Maintenance Supervisor	1.00		1.00	
4170	Tree Trimmer	3.00		3.00	
9060	Clerical Aide, P/T		1.00		1.00
8100	Senior Administrative Intern		1.00		0.00
9070	Senior Clerical Aide, P/T				3.00
9240	Senior Maintenance Aide I, P/T		4.00		5.00
9400	Senior Program Leader, P/T		4.00		4.00
	TOTAL	<u>41.50</u>	<u>10.00</u>	<u>45.50</u>	<u>13.00</u>

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Environmental Sanitation

PROGRAM
68-632

Statement of Purpose

To ensure that all properties in the City are in compliance with the Weed and Rubbish Code; that all City rights-of-way are unobstructed and free of illegal advertising; that all food service facilities are in compliance with FOG and NPDES ordinances; and to provide oversight of the City's waste collection and weed abatement contractors.

Accomplishments in FY 06-07 & 07-08

- * Renewed current contract for weed and debris removal.
- * Renewed current contract for fencing City properties.
- * Implemented the FOG and NPDES inspection programs.
- * Reviewed and finalized procedures for environmental citation hearings.
- * Trained 42 PWA employees, each over a 3-day period, for the position of Sanitation Inspector.

Action Plan for FY 08-09

- * Renew contracts for weed and debris removal.
- * Renew contracts for fencing City properties and shopping cart retrieval services.
- * Continue coordination with neighborhood associations to develop programs that reduce the need to abate properties.
- * Fill the vacant Sanitation Inspector position and redistribute workload to improve efficiency.
- * Develop procedures and training to ensure compliance with Santa Ana Municipal Code including FOG and NPDES programs.
- * Audit the illegal sign removal process to ensure that current procedures are cost effective.
- * Streamline Sanitation Fee list by removing single-family residences and target businesses, new and redeveloped properties, and collect the appropriate fees.
- * Integrate FOG and NPDES inspections for improved oversight and efficiency.
- * Review and improve process of removing discarded items from City parkways and rights-of-way.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Number of parcel abatement postings	1,450	640	860	900
Number of abatement incidents				
Cleaned by property owner	1,390	530	820	850
Cleaned by City contractor	80	60	90	50
City-owned vacant lots cleaned by contractors	105	105	150	200
Number of locations for removal of illegally dumped items from alleys, parkways, and public rights-of-way by Waste Management.	2,000	1,700	2,000	2,000
Number of illegal signs removed from public right-of-way	272	2,855	2,760	3,000
FOG and NPDES inspections	-----	-----	490	550

ENTERPRISE FUND

SANITATION ENTERPRISE
Environmental Sanitation

FUND 68
Activity 632

Object Code	LINE ITEM RESOURCES	ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
6111	Salaries & Wages-Regular	814,686	851,751	274,395	131,965
6131	Salaries & Wages-Temporary	63,944	63,108	0	0
6141	Salaries & Wages-Overtime	15,868	28,493	3,000	3,000
6151	Retirement Plan	65,514	71,156	22,165	10,800
6161	Medicare Insurance	8,425	8,673	2,670	545
6171	Employees Insurance	155,398	155,367	29,595	19,920
6172	Retirees Insurance	6,146	6,455	2,700	1,800
6181	Compensation Insurance	95,568	101,355	15,755	5,040
6191	Other Personnel Services	231,500	234,500	0	0
	SUBTOTAL PERSONNEL	1,457,050	1,520,858	350,280	173,070
6211	Communications	8,941	9,963	3,000	6,500
6221	Training & Transportation	758	496	500	500
6251	Other Agency Services	211	166	500	500
6281	M&R Machinery & Equipment	453	0	1,020	1,000
6291	Other Contractual Services	321,795	300,196	202,950	197,000
	SUBTOTAL CONTRACTUAL	332,158	310,821	207,970	205,500
6311	Office Supplies	333	353	0	0
6391	Operating Materials & Supplies	118,232	146,841	4,225	2,640
	SUBTOTAL COMMODITIES	118,565	147,194	4,225	2,640
6511	Equipment Rental, City	255,450	281,445	27,440	8,150
6521	Insurance (Risk Management)	131,810	139,720	148,105	0
6534	Information Service Charge	13,960	13,960	14,520	0
6535	Treasury Service Charge	63,880	64,690	67,600	0
6537	Information Services Strategic Plan	57,600	57,600	57,600	0
6590	Indirect Costs	40,205	53,887	17,450	6,575
6595	Public Works Admin. Charge	138,640	0	0	0
	SUBTOTAL FIXED CHARGES	701,545	611,302	332,715	14,725
6641	Machinery & Equipment	0	0	38,500	0
	SUBTOTAL CAPITAL	0	0	38,500	0
	TOTAL	2,609,318	2,590,174	933,690	395,935
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4240	Equipment Operator - Street	0.00		0.00	
3900	Parking Control Officer	0.00		0.00	
6140	Projects Manager	1.50		0.50	
4430	Public Works Maintenance Manager	0.50		0.00	
2210	Sanitation Inspector II	0.75		0.75	
4360	Street Maintenance Supervisor	0.25		0.25	
	TOTAL	3.00	0.00	1.50	0.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA		PROGRAM		
Roadway Cleaning		68-633		
Statement of Purpose				
<i>To provide quality street sweeping service to ensure the cleanliness and attractive appearance of the community.</i>				
Accomplishments in FY 06-07 & 07-08				
<ul style="list-style-type: none"> * Implemented a revised sidewalk cleaning program based around the new Sidewalk Sweeper machine. * Implemented a revised arterial, industrial and commercial street cleaning schedule based on the new 9/80 work schedule. * Developed a data system and started compiling information on the various types of debris collected. * Partnered with Fleet Maintenance and initiated a street sweeper parts list program, which identifies the most commonly used replacement parts to keep in stock, and thereby reducing vehicle down time. * Met with 6th & Garfield Street and Minnie & Pine Street area businesses to coordinate area cleanups. * Adjusted sweeping schedules so service levels remained the same after new working hours were implemented. * Fielded new motorized sweeper to enhance cleanup of arterial sidewalks. * Combined sidewalk and tree well cleaning to improve operational efficiency. 				
Action Plan for FY 08-09				
<ul style="list-style-type: none"> * Research and develop an action plan to replace employees retiring in 2009, using a cost-analysis of various options, or combinations thereof, such as contracting out arterial sweeping, promoting current employees, and/or hiring new ones. * Continue to coordinate arterial sidewalk operations with street sweeping schedule. * Continue to coordinate street sweeping operations with street tree maintenance and tree well cleaning work. * Install GPS navigation system on street sweepers to collect and analyze data to enhance operational effectiveness. * Update Emergency Callout Book, brief all standby employees on new policies and procedures, and implement new procedures for callouts requiring graffiti removal. * Continue to coordinate with the Water Maintenance Division for the cleanup of tree limbs and debris following wind storms. 				
PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Arterial & residential streets (in curb miles)	73,400	73,400	73,400	73,400
Downtown streets (in curb miles)	4,100	4,100	4,100	4,100
Debris disposal (in cubic yards)	39,500	39,500	39,500	39,500
Frequency of Service				
Downtown area	Nightly	Nightly	Nightly	Nightly
Commercial-industrial area	Weekly	Weekly	Weekly	Weekly
Residential streets	Weekly	Weekly	Weekly	Weekly
Arterial streets	Twice a week	Twice a week	Twice a week	Twice a week
Median curbs	Bi-weekly	Bi-weekly	Bi-weekly	Bi-weekly
Arterial sidewalks	Weekly	Weekly	Weekly	Weekly

ENTERPRISE FUND

SANITATION ENTERPRISE		FUND 68			
Roadway Cleaning		Activity 633			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	1,036,256	874,074	1,054,725	1,348,180
6131	Salaries & Wages-Temporary	19,078	21,362	46,675	52,945
6141	Salaries & Wages-Overtime	17,589	16,172	18,000	20,000
6151	Retirement Plan	81,567	69,579	86,620	113,055
6161	Medicare Insurance	5,606	6,048	8,410	9,460
6171	Employees Insurance	174,328	155,160	161,010	234,100
6172	Retirees Insurance	5,955	6,481	10,345	18,510
6181	Compensation Insurance	106,292	88,962	112,250	136,105
6191	Other Personnel Services	350,000	123	100,000	100,000
	SUBTOTAL PERSONNEL	1,796,671	1,237,961	1,598,035	2,032,355
6211	Communications	8,028	8,675	9,500	7,500
6221	Training & Transportation	736	451	500	500
6251	Other Agency Services	175	60	1,000	500
6281	M&R Machinery & Equipment	23	0	1,020	520
6291	Other Contractual Services	81,477	78,384	75,950	78,620
	SUBTOTAL CONTRACTUAL	90,439	87,570	87,970	87,640
6311	Office Supplies	0	3	0	0
6331	Uniforms & Tools	15	0	0	0
6391	Operating Materials & Supplies	21,329	22,961	22,000	25,000
	SUBTOTAL COMMODITIES	21,344	22,964	22,000	25,000
6511	Equipment Rental, City	955,325	781,500	894,670	890,595
6521	Insurance (Risk Management)	157,820	167,295	177,335	177,335
6534	Information Services Charge	29,805	29,805	30,995	30,995
6536	Hearing Officer Charges	5,000	5,000	5,000	0
6537	Information Services Strategic Plan	135,330	135,330	135,330	135,330
6572	City Yard Rent	65,200	67,810	70,520	74,260
6590	Indirect Costs	47,708	50,916	70,410	69,210
6581	General Fund Overhead	0	100,000	0	0
6591	Depreciation	3,012	5,163		
6595	Public Works Admin. Charge	219,910	0	0	0
	SUBTOTAL FIXED CHARGES	1,619,110	1,342,819	1,384,260	1,377,725
6641	Machinery & Equipment	6,787	0	0	22,600
	SUBTOTAL CAPITAL	6,787	0	0	22,600
	TOTAL	3,534,351	2,691,314	3,092,265	3,545,320

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
0440	Equipment Operator	3.00		3.00	
4250	Equipment Operator - Motor Sweeper	3.00		3.00	
4240	Equipment Operator - Street	1.00		3.00	
4060	Maintenance Worker II	2.00		2.00	
3900	Parking Control Officer	4.00		6.00	
6140	Projects Manager	0.50		0.50	
4040	Public Works Crew Leader	1.00		1.00	
4430	Public Works Maintenance Manager	0.50		0.50	
4360	Street Maintenance Supervisor	1.00		1.00	
9240	Senior Maintenance Aide I, P/T		4.00		4.00
	TOTAL	16.00	4.00	20.00	4.00

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Graffiti Abatement

PROGRAM
68-634

Statement of Purpose

To ensure that all properties in the City are kept free of graffiti.

Accomplishments in FY 06-07 & 07-08

- * Removed 8,831,500 square feet of graffiti using City maintenance personnel.
- * Implemented new Graffiti Tracker program to track and quantify data, and assist Police Department in apprehending taggers.
- * Developed public education literature and marketing materials for community distribution regarding the Graffiti Abatement Program.
- * Continued coordination of graffiti abatement efforts with the Parks Department, Community Preservation, and SAPD via the City's Graffiti Task Force.
- * Continued to coordinate with the contractor to improve response time for graffiti removal.
- * Partnered with County of Orange to assist in graffiti abatement along flood control channels.

Action Plan for FY 08-09

- * Continue Graffiti Tracker program to track and quantify data, and assist the police department in apprehending taggers.
- * Continue coordination of graffiti abatement efforts with Parks Department, Community Preservation, and SAPD via the City's Graffiti Task Force.
- * Develop a Standard Procedures Manual for the Graffiti Abatement Program.
- * Develop a route map to implement a Clean Street Task Force to attack special removal projects.
- * Implement a traffic signal pole summer clean-up program.
- * Ensure that all calls to the graffiti hotline are responded to within 24 hours.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
Graffiti removed (in square feet)				
By City crews	4,261,300	4,211,880	4,619,620	4,600,000
By Contractor	469,700	592,800	484,780	600,000
# of graffiti locations cleaned				
By City crews	35,100	36,650	65,000	100,000
By Contractor	8,900	13,230	17,500	40,000
Graffiti removal methods (in square feet)				
Total painted	4,526,580	4,612,160	4,884,600	4,950,000
Total water-blasted	204,420	192,540	219,800	250,000
# of Signs (graffiti removal)	9,340	13,200	11,800	12,000

ENTERPRISE FUND

SANITATION ENTERPRISE
Graffiti Abatement

FUND 68
Activity 634

Object Code	LINE ITEM RESOURCES	ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
6111	Salaries & Wages-Regular	0	0	539,765	740,620
6131	Salaries & Wages-Temporary	0	0	47,160	82,095
6141	Salaries & Wages-Overtime	0	0	15,000	15,000
6151	Retirement Plan	0	0	44,945	62,115
6161	Medicare Insurance	0	0	5,305	8,200
6171	Employees Insurance	0	0	94,850	127,505
6172	Retirees Insurance	0	0	5,270	10,155
6181	Compensation Insurance	0	0	77,145	83,385
6191	Other Personnel Services	0	0	385,000	395,000
	SUBTOTAL PERSONNEL	----- 0	----- 0	----- 1,214,440	----- 1,524,075
6211	Communications	0	0	8,000	8,000
6221	Training & Transportation	0	0	500	500
6251	Other Agency Services	0	0	500	500
6281	M&R Machinery & Equipment	0	0	2,000	2,020
6291	Other Contractual Services	0	20	167,000	354,620
	SUBTOTAL CONTRACTUAL	----- 0	----- 20	----- 178,000	----- 365,640
6391	Operating Materials & Supplies	0	0	79,000	105,640
	SUBTOTAL COMMODITIES	----- 0	----- 0	----- 79,000	----- 105,640
6511	Equipment Rental, City	0	0	165,665	185,400
6521	Insurance (Risk Management)	0	0	0	148,105
6534	Information Service Charge	0	0	0	14,520
6535	Treasury Service Charge	0	0	0	72,330
6537	Information Services Strategic Plan	0	0	0	57,600
6590	Indirect Costs	0	0	37,860	40,795
	SUBTOTAL FIXED CHARGES	----- 0	----- 0	----- 203,525	----- 518,750
6641	Machinery & Equipment	0	0	65,000	7,400
	SUBTOTAL CAPITAL	----- 0	----- 0	----- 65,000	----- 7,400
	TOTAL	=====	=====	=====	=====
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	9.00		9.00	
6140	Projects Manager	0.00		1.00	
4040	Public Works Crew Leader	1.00		1.00	
4430	Public Works Maintenance Manager	0.00		0.50	
4360	Street Maintenance Supervisor	0.50		0.50	
9060	Clerical Aide, P/T		1.00		1.00
9070	Senior Clerical Aide, P/T		0.00		2.00
9400	Senior Program Leader, P/T		4.00		4.00
	TOTAL	----- 10.50	----- 5.00	----- 12.00	----- 7.00
		=====	=====	=====	=====

ENTERPRISE FUND

SANITATION ENTERPRISE - PWA
Street Trees

PROGRAM
68-637

Statement of Purpose

To maintain and upgrade the City's urban forest of 64,350 trees.

Accomplishments FY 06-07 & 07-08

- * Trimmed 15,900 trees in FY 06-07 and 15,859 trees in FY 07-08 with combined City and contractor crews.
- * Completed original 5-year planting plan of 6,940 trees.
- * Developed a plan to properly identify and inventory main arterial street trees that have no specific address number.
- * Developed a plan and updated flyers in English and Spanish to inform residents of the City's basic tree maintenance procedures, including planting, trimming, and spraying.
- * Planted over 110 parkway trees in the Santa Anita Neighborhood.
- * Modified scheduling process for attending neighborhood association meetings to educate more residents regarding the City's tree maintenance program, policies, and procedures.

Action Plan for FY 2008-09

- * Review the Roadway Cleaning GPS tracking system for its use during tree-watering operations.
- * Research the possibility of a windstorm database program to monitor potential tree hazards during and after windstorms.
- * Install Tree City USA signs at existing City entry points, and apply for a 2008 Tree City USA Growth Award.
- * Complete the secondary arterial tree address markings by June 2009.
- * Develop a plan to educate and inform residents of the City's basic tree maintenance procedures, including planting.
- * Continue planting replacement trees in wells if and when trees fail or are destroyed accidentally by vehicles.
- * Continue to research and provide beneficial trees for evaluation by ETAC for inclusion on the City's Designated Tree Species List.
- * Implement a street-by-street reforestation plan to identify and replace older, unhealthy trees, which may pose a potential hazard.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of trees trimmed	12,830	14,800	14,700	15,630
# of trees planted	500	580	500	250
# of trees removed	500	145	150	200
# of trees watered	76,000	76,000	76,000	76,000
# of trees sprayed	8,000	8,000	8,000	8,000
# of structural trims done on young trees*	3,500	3,500	3,500	4,500
# of ETAC requests	35	28	30	30
# of liability claims processed	16	32	35	10
*Trees with trunk diameter of 9 inches or less				

ENTERPRISE FUND

SANITATION ENTERPRISE		FUND 68			
Street Trees		Activity 637			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6111	Salaries & Wages-Regular	523,538	518,444	676,575	740,075
6131	Salaries & Wages-Temporary	0	0	13,800	25,050
6141	Salaries & Wages-Overtime	5,677	11,864	10,000	20,000
6151	Retirement Plan	40,827	41,559	55,200	61,995
6161	Medicare Insurance	5,314	5,142	7,835	10,905
6171	Employees Insurance	96,330	110,473	124,265	155,885
6172	Retiree Insurance	3,603	4,539	6,645	10,175
6181	Compensation Insurance	70,863	71,201	91,540	101,405
	SUBTOTAL PERSONNEL	746,152	763,221	985,860	1,125,490
6211	Communications	11,013	25,665	15,000	18,000
6221	Training & Transportation	2,264	1,689	2,500	2,500
6251	Other Agency Services	525	1,060	1,500	1,500
6271	M & R Improvements	791,659	724,039	700,000	750,000
6281	M & R Machinery & Equipment	0	0	1,000	1,000
6291	Other Contractual Services	25,496	27,475	325,950	74,620
	SUBTOTAL CONTRACTUAL	830,957	779,927	1,045,950	847,620
6391	Operating Materials & Supplies	31,108	42,265	35,000	52,500
	SUBTOTAL COMMODITIES	31,108	42,265	35,000	52,500
6511	Equipment Rental, City	181,720	215,990	229,655	261,690
6521	Insurance (Risk Management)	51,955	55,070	58,375	58,375
6534	Information Services Charge	10,175	10,175	10,580	10,580
6537	Information Systems Strategic Plan	55,510	55,510	55,510	55,510
6572	City Yard Rent	18,040	18,760	19,510	20,545
6590	Indirect Costs	23,550	29,645	44,055	38,235
6595	Public Works Admin. Charge	119,515	0	0	0
	SUBTOTAL FIXED CHARGES	460,465	385,150	417,685	444,935
6641	Machinery & Equipment	0	0	64,500	12,400
	SUBTOTAL CAPITAL	0	0	64,500	12,400
	TOTAL OPERATING	2,068,682	1,970,562	2,548,995	2,482,945
6911	Reserve Appropriation	0	0	67,700	360,815

Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4250	Equipment Operator - Motor Sweeper	1.00		1.00	
4060	Maintenance Worker II	6.00		6.00	
4040	Public Works Crew Leader	1.00		1.00	
4330	Tree Maintenance Supervisor	1.00		1.00	
4170	Tree Trimmer	3.00		3.00	
8100	Senior Administrative Intern, P/T		1.00		0.00
9070	Senior Clerical Aide, P/T		0.00		1.00
9240	Senior Maintenance Aide I, P/T		0.00		1.00
	TOTAL	12.00	1.00	12.00	2.00

**ENTERPRISE FUND
RESOURCE SUMMARY**

REFUSE COLLECTION

ACTIVITIES		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES					
5112	Contract Program Surcharge	3,462,104	3,051,914	3,137,500	3,300,000
5113	Host Fee	17,687	0	0	0
5360	Used Oil Grant	10,040	9,190	90,000	90,000
5361	Dept. Of Conservation Grant	95,417	94,371	90,000	93,370
5362	HHW Grant	0	121,206	0	0
5598	Refuse Collection Charges	7,647,224	7,877,484	8,010,000	8,500,000
5799	Miscellaneous Recoveries	1,395,436	1,381,921	1,367,000	1,380,000
5799 -521	Debt. Services Recovery	1,244,354	1,422,810	2,300,800	0
5812	Earnings on Investment	18,230	0	0	0
5813	Investment Income - Trustee	93,052	105,752	189,000	0
	TOTAL REVENUES	<u>13,983,544</u>	<u>14,064,648</u>	<u>15,184,300</u>	<u>13,363,370</u>
EXPENDITURES					
69-521	Refuse Collection	13,315,896	12,977,952	15,184,300	13,762,610
	TOTAL EXPENDITURES	<u>13,315,896</u>	<u>12,977,952</u>	<u>15,184,300</u>	<u>13,762,610</u>
OPERATING EXPENSE		ACTUAL FY 05-06	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
6100	Personnel	458,134	168,638	383,485	494,545
6200	Contractual	6,216,602	6,539,481	6,298,175	6,676,415
6300	Commodities	1,790	2,774	3,000	15,000
6500	Fixed Charges	6,362,527	6,056,642	5,934,025	5,949,860
6700	Debt Service	235,354	179,300	129,800	0
	TOTAL	<u>13,274,407</u>	<u>12,946,835</u>	<u>12,748,485</u>	<u>13,135,820</u>
6781	Bond Payable (Principal Paid)	41,489	31,117	2,360,000	0
6911	Reserve Appropriation	0	0	75,815	626,790
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	1.00		1.00	
2210	Sanitation Inspector II	0.75		1.50	
4360	Street Maintenance Supervisor	0.25		0.50	
	TOTAL	<u>2.00</u>		<u>3.00</u>	

ENTERPRISE FUND

REFUSE COLLECTION ENTERPRISE - PWA
Refuse Collection

PROGRAM
69-521

Statement of Purpose

To operate a self-supporting City Enterprise which provides residents and businesses with efficient and cost-effective refuse collection and recycling.

This activity includes the administration of the City's refuse collection and recycling contract, field inspections of trash complaints, administration of state funded used oil and conservation program recycling grants, and compliance with the State of California Integrated Waste Management laws.

Accomplishments in FY 06-07 & 07-08

- * Complied with State-mandated 50% reduction of the City's waste disposed of in County landfills.
- * Collected 8,033 gallons of used motor oil and 2,470 used motor oil filters for FY 06-07 and an estimated 6,211 gallons of used oil and 2,137 used motor oil filters for FY 07-08.
- * Monitored used oil and filter collection grant programs.
- * Monitored litter abatement and recycling grant program.
- * Monitored HHW collection grant program and completed grant in March 2007.
- * Continued promoting composting program.
- * Monitored and expanded battery recycling program to include all 9 fire stations.
- * Applied for and received a recycling grant from the County of Orange for a universal waste collection program.
- * Planned and coordinated an HHW Collection event.

Action Plan for FY 2008-09

- * Develop public education material, including brochures and newsletters, to promote recycling.
- * Monitor residential and business recycling programs; improve programs as needed.
- * Develop sharps return program for disposal of needles.
- * Plan and hold an HHW collection event.
- * Implement a universal waste door-to-door collection program using County of Orange AB 939 grant funds.

PERFORMANCE MEASURES	Actual	Actual	Estimated	Objective
	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Service Level				
# of curbside customers	40,800	41,973	42,000	42,500
# of refuse cans collected weekly on arterials	860	860	860	860
# of multi-family/commercial and industrial customers	6,000	4,765	6,000	6,000
Efficiency				
	<u>CY 2005</u>	<u>CY 2006</u>	<u>CY 2007</u>	<u>CY2008</u>
Tons of trash generated*	993,304	1,011,707	1,025,000	1,030,000
Tons of trash disposed*	403,882	401,751	405,000	408,000
Tons of trash diverted*	589,422	609,956	620,000	622,000
Gallons of used motor oil recycled*	12,139	9,284	10,000	10,500
Used motor oil filters recycled*	3,864	2,460	2,500	3,000
% diverted*	59%	60%	60%	60%
* Calculated using calendar year				

REFUSE COLLECTION ENTERPRISE
Refuse Collection

FUND 69
Activity 521

Object Code	LINE ITEM RESOURCES	ACTUAL	ACTUAL	PROJECTED	APPROVED
		FY 05-06	FY 06-07	FY 07-08	FY 08-09
6111	Salaries & Wages-Regular	116,406	124,028	128,825	211,055
6141	Salaries & Wages-Overtime	518	611	2,000	2,000
6151	Retirement Plan	9,275	9,798	10,310	17,280
6161	Medicare Insurance	1,198	1,245	1,820	1,840
6171	Employees Insurance	20,052	21,528	22,065	39,330
6172	Retirees Insurance	781	963	1,255	2,880
6181	Compensation Insurance	9,904	10,464	17,210	20,160
6191	Other Personnel Services	300,000	0	200,000	200,000
	SUBTOTAL PERSONNEL	458,134	168,638	383,485	494,545
6221	Training & Transportation	15	0	600	600
6251	Other Agency Services	220	25	0	0
6291	Other Contractual Services	6,216,367	6,539,456	6,297,575	6,675,815
	SUBTOTAL CONTRACTUAL	6,216,602	6,539,481	6,298,175	6,676,415
6391	Operating Materials & Supplies	1,790	2,774	3,000	15,000
	SUBTOTAL COMMODITIES	1,790	2,774	3,000	15,000
6511	Equipment Rental, City	14,855	15,360	15,535	15,795
6521	Insurance (Risk Management)	362,340	384,080	407,125	407,125
6534	Information Service Charge	61,120	61,120	63,565	63,565
6535	Treasury Service Charge	46,820	47,415	49,550	53,020
6536	Contract Program Surcharge	3,022,365	2,522,365	2,872,365	2,872,365
6537	Information Systems Strategic Plan	305,895	305,895	305,895	305,895
6538	Program Savings Recovery	1,239,325	1,239,325	1,239,325	1,239,325
6581	General Fund Overhead	395,204	505,440	0	0
6590	Indirect Costs	5,238	6,772	8,230	10,375
6595	Public Works Admin. Charge	909,365	968,870	972,435	982,395
	SUBTOTAL FIXED CHARGES	6,362,527	6,056,642	5,934,025	5,949,860
6791	Bond Interest	235,354	179,300	129,800	0
	SUBTOTAL DEBT SERVICE	235,354	179,300	129,800	0
	TOTAL OPERATING	13,274,407	12,946,835	12,748,485	13,135,820
6781	Bond Payable (Principal Paid)	41,489	31,117	2,360,000	0
6911	Reserve Appropriation	0	0	75,815	626,790
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 07-08		APPROVED FY 08-09	
		Full Time	Part Time	Full Time	Part Time
4060	Maintenance Worker II	1.00		1.00	
2210	Sanitation Inspector II	0.75		1.50	
4360	Street Maintenance Supervisor	0.25		0.50	
	TOTAL	2.00		3.00	

■ CAPITAL FUND DEFINITION

Capital Funds account for the acquisition, construction, or rehabilitation of major fixed assets or capital projects which are not financed by special assessment, non-expendable trust funds, or proprietary funds. Capital projects include improvements to City arterials, sewers, curbs, gutters, sidewalks, drainage, and other infrastructure projects.

■ RELATIONSHIP BETWEEN CAPITAL BUDGET AND TOTAL CITY BUDGET

Each capital fund (*e.g.*, Measure M) is an independent budget with its own revenue and expenditure accounts. The majority of funding sources come from grants which may or may not be competitive and fees charged by the City on new development. Transfers into the Capital Fund budget come from several sources including the General Fund for the Police Building Debt Service obligations and from Special Revenue Funds such as special gas tax to fund Select Street Construction projects.

■ CAPITAL FUND SUMMARY

Table 7-1 summarizes Capital Fund expenditures by the department or agency that manages the funds. While capital funds do not reflect budgeted positions as noted in Table 7-1, capital funds do support several positions in the general fund and enterprise funds. City staff time (*e.g.*, engineering design) spent on capital projects is charged as labor costs which are distributed and tracked via the City's project accounting system.

Total Capital Fund Appropriations for FY08-09 is \$108,972,465 and 78% higher than last fiscal year (see table 7-1). The increase is due to new projects related to residential street improvements such as project "RESTORE" which is \$100 million project over the course of the next 3 to 5 years and a fixed guide-way multi-modal transportation corridor that integrates modern street cars (picture displayed on the cover). There are also arterial improvements such as the Bristol Street Widening project which is being completed in phases thru a funding commitment (that exceeds \$200 million) provided by the Orange County Transportation Authority (OCTA).

Capital funds are listed in Table 7-1 in descending order by their respective agency and described below by fund number as a cross-reference. The City's Public Works Agency is responsible for the entire effort and coordination of the CIP budget and works directly with the various departments in compiling and assessing each project.

● Fund 28 – Traffic Congestion Relief Program (Public Works Agency)

In July 2000, Governor Davis signed State Assembly Bill AB 2928, which provides \$400 million to cities and counties throughout the state for preservation, maintenance, and rehabilitation of local street and road systems. The identified funds are the City of Santa Ana's share of the allocation.

● Fund 30 Highway Safety & Traffic Reduction Program (PWA)

The infrastructure Bond Package passed by California voters in 11/06 included Prop 1B which contains \$20 billion for various transportation projects in California.

● Fund 32 – Measure M (Public Works Agency)

Measure M was a ballot measure passed in the 1990 election to add one-half percent to the then existing sales tax of 7.25 percent to finance for transportation improvements. This took Orange County's sales tax rate to its current level of 7.75 percent. To receive Measure M money, cities and the County of Orange must coordinate their land use and transportation decisions with neighboring jurisdictions, develop Growth Management Plans, and guarantee that Measure M funds will be used only for transportation purposes. The Orange County Transportation Authority (OCTA) administers and disburses Measure M proceeds as competitive and non-competitive funds.

● Fund 33 thru 49 – (TSIA) Transportation System Improvement Area Funds (Public Works Agency)

This account consists of separate funds which correspond to the eleven transportation system improvement areas as defined in the Santa Ana Municipal Code. Revenues come from fees the City charges for new developments in excess of \$30,000 in building valuation. The fee pays for the additional transportation requirements that new development projects generate. TSIA funds can only be used within the TSI area where the fees were levied and only for transportation capacity projects such as arterial, street widening, and traffic improvement projects.

● Fund 55– Sewer Connection (Public Works Agency)

Sewer connection fees are collected from various types of development based on the number of plumbing fixture units and the cost per lineal foot to construct a sewer main. The fees are intended to pay for sewer replacement and repair to meet the added demands on the system generated by redevelopment and new development. Fees are paid at the time of application for a sewer connection permit.

CAPITAL FUND SUMMARY

Table 7-1

DEPARTMENT/ AGENCY	Actual FY 06-07	Projected FY 07-08	Adopted FY 08-09	% of FY 08-09 Total	Increase (Decrease) Over Prior Year 07-08 to 08-09	
					In \$	In %
REVENUES						
28 Traffic Congestion Relief Fund	3,021,119	2,580,750	3,402,305	3.2%	821,555	31.8%
30 Prop. 1B Infrastructure Bond	0	3,348,575	6,684,650	6.3%	3,336,075	99.6%
32 Measure M	7,212,384	12,508,215	22,056,065	20.7%	9,547,850	76.3%
33 - 49 Transportation Area Funds	897,380	1,551,000	2,084,200	2.0%	533,200	34.4%
55 Sewer Connection Project	678,971	720,000	620,000	0.6%	(100,000)	-13.9%
58 Residential Street Improvement	263,068	555,400	20,200,000	18.9%	19,644,600	3537.0%
59 Select Street Construction	36,528,561	26,275,680	41,807,300	39.2%	15,531,620	59.1%
156 Land & Water Conservation Fund	145,606	150,000	0	N/A	(150,000)	-100.0%
161 State Bicycle Transportation Fund	0	1,000,000	0	N/A	(1,000,000)	-100.0%
169 Habitat Conservation Fund	0	345,000	122,500	0.1%	(222,500)	-64.5%
172 State Recreation Trails Program	0	240,000	0	N/A	(240,000)	-100.0%
201 - 226 Drainage Assessment	412,808	526,080	391,950	0.4%	(134,130)	-25.5%
301 Park Acquisition & Dev.	220,416	880,970	134,510	0.1%	(746,460)	-84.7%
400 Police Building Debt Service	9,945,034	9,127,225	9,127,225	8.6%	0	0.0%
	59,325,346	59,808,895	106,630,705	100.0%	46,821,810	78.3%
EXPENDITURES BY DEPARTMENT						
Public Works Agency						
28-552 Traffic Congestion Relief Fund	1,301,519	2,580,750	4,715,405	4.3%	2,134,655	82.7%
30-551 Prop. 1B Infrastructure Bond	0	3,348,575	6,684,650	6.1%	3,336,075	99.6%
32-551 Measure M	4,604,894	12,621,500	22,056,065	20.2%	9,434,565	74.7%
33 to 49 Transportation Area Funds	897,380	1,551,000	2,084,200	1.9%	533,200	34.4%
55-532 Sewer Connection Project	1,547,308	2,039,000	1,450,000	1.3%	(589,000)	-28.9%
58-Var Residential Street Improvement	10,715	555,400	20,200,000	18.5%	19,644,600	3537.0%
59-551 Select Street Construction	64,490,945	26,162,395	41,807,300	38.4%	15,644,905	59.8%
201 to 226 Drainage Assessment	244,385	526,080	391,950	0.4%	(134,130)	-25.5%
Total	73,097,146	49,384,700	99,389,570	91.2%	50,004,870	101.3%
Police Department						
400 Police Building Debt Service	9,505,352	9,127,225	9,325,895	8.6%	198,670	2.2%
Total	9,505,352	9,127,225	9,325,895	8.6%	198,670	2.2%
Parks, Recreation & Community Services						
156 Land & Water Conservation Fund	69,170	150,000	0	N/A	(150,000)	-100.0%
161-Var State Bicycle Transp. Fund	0	1,100,000	0	N/A	(1,100,000)	-100.0%
169 Habitat Conservation Fund	0	245,000	122,500	0.1%	(122,500)	-50.0%
172 State Recreation Trails Program	0	240,000	0	N/A	(240,000)	-100.0%
301 Park Acquisition & Dev.	627,151	955,330	134,500	0.1%	(820,830)	-85.9%
Total	696,321	2,690,330	257,000	0.2%	(2,433,330)	-90.4%
GRAND TOTAL	83,298,819	61,202,255	108,972,465	100.0%	47,770,210	78.1%
CAPITAL REVENUE FUNDS PERSONNEL						
Number of Positions	0	0	0		0	N/A

Note: Amounts Include Interfund Transfers

- **Fund 58 Residential Street Improvement Fund (PWA)**

The Residential Street Improvement Fund provides a funding structure for future residential street reconstruction projects.

- **Fund 59– Select Street Construction (Public Works Agency)**

This fund pays for the cost of right-of-way acquisition, construction, rehabilitation, and improvements to city streets. Revenue comes from state gas taxes, highway users tax, county gas tax, and federal programs such as the Bridge Rehabilitation & Replacement Program.



- **Fund 156– Land & Water Conservation Fund (Public Works Agency)**

This competitive grant program is administered by the National Park Service. It has been in effect since 1965 and was extended to January 2015. The funds allocated may be used for statewide planning, and for acquisition or development of neighborhood, community, and regional parks. Improvements can include outdoor recreation areas and facilities, and indoor facilities that support outdoor recreation activities. Fifty percent of the funding must be matched by the participating agency.

- **Fund 169– Habitat Conservation Fund (Parks & Recreation)**

The program was established by the California Wildlife Protection Act of 1990 (The Mountain Lion Initiative). It provides funds for acquisition, enhancement, and restoration of wildlife areas including program sand trails that bring urban residents into parks and wildlife areas. The grant requires a 50% match from a non-state source.

Providing park facilities, community services, and recreational opportunities is a continuing challenge for a built-out city like Santa Ana *which has the youngest population among the largest cities in the nation.*

- **Fund 172-State Recreation Trails Program (Parks, Recreation and Community Service)**

This competitive grant program was established under the Transportation Equity Act for the 21st Century and provides funds annually for recreational trails and trail-related projects. Approximately \$2.2 million per year is available for non-motorized projects.

- **Funds 201 through 226-Drainage Assessment (Public Works Agency)**

In accordance with Section 34-191 of the Santa Ana Municipal Code, the City has been divided into drainage assessment areas. The fee established for each drainage area is based on the need for drainage facilities in each area as shown in the City's Storm Drain Master Plan.

- **Fund 301– Park Acquisition & Development (Parks & Recreation)**

This fund is patterned after the TSIA, sewer, and drainage funds as applied to parklands. Revenues come from fees charged to developers of residential properties to defray the cost of providing green belts and recreational facilities to meet the increase in population generated by new residential development.

The built-out topography restricts the City's ability to add open space and green belts in the face of increasing service demands from its youthful demographics. Park Acquisition & Development revenues varies each year since they depend on donations from private sources such as the Friends of the Santa Ana Zoo, and on new development activity.

- **Fund 400– Police Building Debt Service (Police Department)**

The Police Building Debt Service Fund, or Fund 400, was established to account for the defeasance of lease revenue bonds issued in March 1994 by the City of Santa Ana through the Santa Ana Financing Authority to finance the construction of the Police Administration & Holding Facility. The \$107.4 million bond issue is payable from revenues of the Financing Authority, which would consist mainly of base rental payments to the City, pursuant to a lease agreement between the City and the Authority.

The Police Building Debt Service Fund also receives an annual General Fund transfer payment to support the debt service as the expenditure provides a basic public safety function. Although technically not a capital fund, Fund 400 is included in this section because its purpose is to pay debt on a capital project.

■ IMPACT OF CAPITAL BUDGET ON OPERATING BUDGET

Projects included in the FY 08-09 CIP which may impact the operating budget are the following:

Centennial Road Renovation:

Project includes complete reconstruction/resurfacing of existing pavement, along a portion of Centennial Road. Project should result in a small reduction of routine maintenance costs, \$5,000 to \$10,000 annually.

Fairview Triangle Habitat Restoration:

Project includes the development of a 20,250 SF portion alongside the Santa Ana River Trail into a trailside rest area. This area currently sits as a vacant lot. Project will include a sheltered picnic area, decomposed granite paths, interpretive signage and a drinking fountain. Project should result in a small increase in routine maintenance costs, \$500 to \$1,000 annually.

Flower Street Bike Trail Extension:

Installation of a new 10' wide asphalt concrete bike trail, landscape and irrigation improvements, barrier fence, and trail head plaza at the junction with Sunflower Bike Trail. Project should result in a small increase in routine maintenance costs, \$1,000 to \$2,000 annually.

McFadden Triangle Habitat Restoration:

Project will enhance a 0.06 acre parcel to support riparian habitat at a site adjacent to the Santa Ana River Trail. Project includes additional landscaping, trees, walkways, seating areas, signage and upgraded irrigation system. Project should result in a small increase in routine maintenance costs, \$500 to \$1,000 annually.

Plaza of the Fountains – Fountain #1 Renovation:

Renovation of the fountain located north of the State Building in the Plaza of the Fountains. Once this facility is operational again, there will be an increase in routine maintenance and operational costs, \$10,000 to \$15,000 annually.

Santa Ana Zoo “Tierra de las Pampas” Exhibit:

Project includes the renovation of an existing area of the Santa Ana Zoo at Prentice Park, and creation of a new exhibit to house rheas, guanacos (currently in collection), and giant anteater. Project should result in a small increase in animal care expenses, \$1,000 to \$2,000 annually.

Police Administrative and holding facility improvements:

Police Department facility improvement were carried out during FY07-08 included: the replacement of all (4) uninterruptible power supply (UPS) battery groupings, redesign and construction of PO2 main air handler, re-landscape of front entry areas, testing of main electric switch gear, change out to

low water plumbing fixtures, cooling tower fill replaced, repainted entire parking structure, stalls, fire lanes, curbing, and light poles, and re-caulked window mullions. Also replaced fitness center flooring, remodeled ID photo lab to convert it from chemical processing to digital technology, installed 3M ballistic protection film on PD and Jail lobby glass windows, and completed ADA front lobby door upgrades. This plays a role as to the Police Department reducing in building facility operating budget by approximately \$235,300 for 08-09.

The Capital Budget, in contrast to the Operating Budget, is an on-going 7-year business plan updated yearly.

The City prepares a Capital Budget and an Operating Budget that are both submitted together to the Council for approval. The Operating Budget provides for general municipal delivery of services including personnel costs, supplies and services, and capital outlay for equipment. Revenues for the Operating Budget are primarily derived from recurring taxes, user fees, and intergovernmental sources.

The Capital Budget contains capital projects and differs from the Operating Budget in that the former focuses on expenditures that add to or improve the City's capital assets or infrastructure. Capital projects may fall under one or more of the following areas:

- ◆ Expenditures which may take place over more than one year thereby requiring continuing appropriations;
- ◆ Projects which require funding with debt because of significant costs to be shared by current and future beneficiaries;
- ◆ Projects which require systematic acquisition over an extended period of time in order to implement major operating systems or public programs; and
- ◆ Scheduled replacement of physical assets.

Capital Budget revenues come primarily from tax increments, Measure M monies, Transportation System Improvement Area fees, Water Utility fees, Park Acquisition & Development fees, Sewer Connection fees, and Gas Tax revenue. The General Fund may also transfer monies to the Capital Fund through the Capital Outlay Fund. For an in-depth discussion on the impact of the capital budget on the operating budget, see the City Manager's Budget Letter at the beginning of this budget book.

CAPITAL FUNDS

Traffic Congestion Relief Program	PROGRAM	Fund 28	
<p>PURPOSE: In 2002, California voters passed Proposition 42, which dedicated gas tax revenue to transportation projects. Due to financial constraints, the State suspended funding for Prop. 42 in FY 03-04 and FY 04-05. Passage of the Infrastructure Bond Package in November 2006 included Proposition 1A, which places restrictions on when and how often these funds can be borrowed and must be paid back. Because FY 07-08 is a scheduled "gap" year, the City will not be receiving new funding this year. However, allocations will resume in FY 08-09.</p>			
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
REVENUES			
28-01-5360-2928 Traffic Congestion Relief Fund	3,021,119	2,580,750	3,402,305
TOTAL TRAFFIC SYSTEM MANAGEMENT GRANT	<u>3,021,119</u>	<u>2,580,750</u>	<u>3,402,305</u>
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
EXPENDITURES			
028-552-6631 Improvements Other than Buildings	1,301,519	2,580,750	4,715,405
TOTAL ANTICIPATED EXPENDITURES	<u>1,301,519</u>	<u>2,580,750</u>	<u>4,715,405</u>
PROJECTS			FY 08-09
ARTERIAL IMPROVEMENTS			
Street Reconstruction/Resurfacing			
Civic Center Drive: French to Santiago			727,100
Fifth Street: Harbor to Newhope			786,000
McFadden Avenue: Bristol to Flower			560,600
Plaza Drive: MacArthur to Sunflower			890,605
Segerstrom Avenue: Bristol to Raitt			876,700
Segerstrom Avenue: Fairview to Harbor			89,400
Segerstrom Avenue: Raitt to Fairview			199,000
Segerstrom Avenue: Raitt to Fairview			586,000
TOTAL ARTERIAL IMPROVEMENTS			<u>4,715,405</u>

CAPITAL FUNDS

Highway Safety & Traffic Reduction	PROGRAM	Fund 30-551
<p>PURPOSE: The Infrastructure Bond Package passed by California voters in November 2006 included Proposition 1B, which contains almost \$20 billion for various transportation projects in California. A specific schedule for disbursement of these funds to the cities will be finalized with approval of the State's FY 2007-2008 budget.</p>		
	ACTUAL	PROJECTED
	FY 06-07	FY 07-08
	APPROVED	APPROVED
	FY 08-09	FY 08-09
REVENUES		
30 PROP 1B INFRASTRUCTURE BOND		
5360 Prop 1B Bond Act of 2006	0	3,348,575
TOTAL PROP 1B INFRASTRUCTURE BOND FUND	0	3,348,575
	0	3,348,575
	ACTUAL	PROJECTED
	FY 06-07	FY 07-08
	APPROVED	APPROVED
	FY 08-09	FY 08-09
EXPENDITURES		
30 PROP 1B INFRASTRUCTURE BOND		
6631 Improvements Other than Buildings	0	3,348,575
TOTAL PROP 1B INFRASTRUCTURE BOND FUND	0	3,348,575
	0	3,348,575
PROJECTS		
		FY 08-09
NEIGHBORHOOD IMPROVEMENTS		
Neighborhood Street Improvements		
Local Street Pavement Rehabilitation		2,743,800
TOTAL NEIGHBORHOOD IMPROVEMENTS		2,743,800
ARTERIAL IMPROVEMENTS		
Street Reconstruction/Resurfacing		
McFadden Avenue: Standard to Maple		1,190,000
Standard Avenue: Warner to 1st		1,525,850
Susan Street: MacArthur to Sunflower		1,000,000
TOTAL ARTERIAL IMPROVEMENTS		3,715,850
TRAFFIC IMPROVEMENTS		
Fairview/Harbor Interconnect and Intertie with Fountain Valley		62,500
System Detection & Transportation Information System		62,500
Traffic Signal Capital Improvement		100,000
TOTAL TRAFFIC IMPROVEMENTS		225,000
GRAND TOTAL		6,684,650

CAPITAL FUNDS

Measure M	PROGRAM	Fund 32		
<p>PURPOSE: To account for the Measure M sales tax apportionment to the City of Santa Ana, and eligible expenditures for street maintenance and street improvements.</p> <p>On November 6, 1990, Orange County voters approved Measure M, the Revised Traffic Improvement and Growth Management Plan. Measure M authorized the imposition of one-half percent retail transaction and use tax for a 20-year period. The sales tax is estimated to raise \$3.1 billion countywide over the 20-year period. The Measure M sales tax ordinance which went into effect on April 1, 1991, states that 14.6% of the total 1/2 percent sales tax revenues, net administrative costs, shall be available to eligible jurisdictions for local street maintenance and improvements.</p>				
		ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES				
5038	Measure M Competitive - PY	2,538,257	2,135,000	2,135,000
5049	Measure M Competitive	77,670	6,300,965	1,773,000
5050	Measure M Turnback	3,836,829	3,872,250	4,048,065
5341	RSTP Federal Prgm Proj 1740	268,447	0	0
5621	Expense Reimbursement	48,102	0	0
5812	Earnings on Investment	384,218	200,000	200,000
5812-1	Loss(Gain) MV on Investments	58,862	0	0
5053	OCTA Transitway Project - MOS 3	0	0	13,900,000
	TOTAL MEASURE M FUND	7,212,384	12,508,215	22,056,065
		ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES				
32-551	MEASURE M STREET CONSTRUCTION			
6291	Contractual Servcies	138	0	0
6611	Land	65,228	0	0
6631	Improvements Other than Buildings	4,424,528	12,421,500	7,956,065
6800-58	Transfer to Fund 58	0	200,000	200,000
		4,489,894	12,621,500	8,156,065
32-553	OCTA TRANSITWAY PROJECT - MOS 3			
6631	Improvements Other than Buildings	115,000	0	13,900,000
		115,000	0	13,900,000
	TOTAL MEASURE M FUND	4,604,894	12,621,500	22,056,065

CAPITAL FUNDS

Measure M	FY 08-09 PROJECT DETAIL		Fund 32
PROJECTS	FUNDING SOURCES		APPROVED TOTAL
	Turnback	Competitive	
NEIGHBORHOOD IMPROVEMENTS			
Curbs, Gutters, Sidewalks			
Omnibus Concrete	250,000	0	250,000
Subtotal Curbs, Gutters, Sidewalks	250,000	0	250,000
Neighborhood Street Improvements			
Neighborhood Traffic Mitigation	1,155,000	0	1,155,000
Subtotal Neighborhood Street Improvements	1,155,000	0	1,155,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	1,405,000	0	1,405,000
ARTERIAL IMPROVEMENTS			
Arterial Widening			
Alton Avenue Overcrossing @ SR-55	0	141,000	141,000
Grand Avenue Widening	176,700	44,400	221,100
Grand/Dyer Intersection	0	150,000	150,000
MacArthur Boulevard @ SR-55	0	730,600	730,600
Project Development	200,000	7,000	207,000
Right of Way Management	250,000	0	250,000
Seventeenth/Broadway Intersection	0	200,000	200,000
Subtotal Arterial Widening	626,700	1,273,000	1,899,700
Street Reconstruction/Resurfacing			
Fifth Street: Harbor to Newhope	77,300	0	77,300
McFadden Avenue: Standard to Maple	211,300	0	211,300
Pavement Management	300,000	0	300,000
Standard Avenue: Warner to First	430,265	0	430,265
Subtotal Street Reconstruction/Resurfacing	1,018,865	0	1,018,865
TOTAL ARTERIAL IMPROVEMENTS	1,645,565	1,273,000	2,918,565
TRAFFIC IMPROVEMENTS			
Fairview/Harbor Interconnect and Intertie with Fountain Valley	0	250,000	250,000
Harbor at Kent - New Traffic Signal (HSIP)	40,000	0	40,000
Railroad Grade Crossing Enhancement Safety Projects	527,500	0	527,500
System Detection & Transportation Information System	0	250,000	250,000
Santa Ana at Flower Traffic Signal Modification (HSIP)	40,000	0	40,000
Santa Ana/Garden Grove "Go Local" Concept Study	200,000	0	200,000
Fixed Guideway OCTA Funding	0	8,900,000	8,900,000
Station Improvements OCTA Funding	0	2,000,000	2,000,000
Multi-Modal use of PE ROW OCTA	0	3,000,000	3,000,000
SBC (Pacific Bell) Rental Fee for Signal Interconnect	20,000	0	20,000
Traffic Management Plans	170,000	0	170,000
Total Traffic Improvements	997,500	14,400,000	15,397,500
SUBTOTAL MEASURE M PROJECTS (08-09 Funding)	4,048,065	15,673,000	19,721,065
PRIOR YEAR FUNDING			
Arterial Widening			
Alton Avenue Overcrossing @ SR-55 (PY)	0	2,135,000	2,135,000
TOTAL MEASURE M PROJECTS	4,048,065	17,808,000	21,856,065

CAPITAL FUNDS

Transportation Area Funds	PROGRAM	Fund 33 to 49		
<p>PURPOSE: In accordance with Section 8-44 of the Santa Ana Municipal Code, the City collects Transportation Area Fees from new developments in excess of \$30,000 in building valuation. Fees vary from \$1.10 to \$5.53 per square foot of floor space, depending on the type of development and the particular area that the development is located. All fees are due upon issuance of the building permit. The fee is used to fund projects to improve roadway capacity and safety. In FY 07-08, funds will be used for <i>Arterial Improvements</i> and <i>Traffic Improvements</i>.</p>				
<p>FY 08-09 TRANSPORTATION SYSTEM IMPROVEMENT AREA</p> <hr/> <p>33 - New Area B 34 - New Area E 35 - New Area F 41 - Area A 42 - Area B 43 - Area C 48 - Area C-2 49 - Area G</p> <p style="text-align: center;">TOTAL</p>	<p>Balance From Prior Year</p> <hr/> <p>0 0 0 0 0 0 0 0</p> <hr/> <p>0</p>	<p>Proposed Revenues</p> <hr/> <p>45,000 95,000 10,000 30 150 3,000 9,500 3,000</p> <hr/> <p>165,680</p>	<p>Total Revenues</p> <hr/> <p>45,000 95,000 10,000 30 150 3,000 9,500 3,000</p> <hr/> <p>165,680</p>	<p>Total Expenditures</p> <hr/> <p>45,000 0 0 2,000,000 0 26,700 9,500 3,000</p> <hr/> <p>2,084,200</p>
<p>PROJECTS</p>				
<p>ARTERIAL IMPROVEMENTS</p> <p>Arterial Widening</p> <p>Grand Avenue Widening: Area A</p>			<p>APPROVED FY 08-09</p> <hr/> <p>2,000,000</p>	
<p>TOTAL ARTERIAL IMPROVEMENTS</p>			<p>2,000,000</p> <hr/>	
<p>TRAFFIC IMPROVEMENTS</p> <p>Railroad Grade Crossing Enhancement Safety Projects: Areas B, C, C-2, D</p>			<p>84,200</p> <hr/>	
<p>TOTAL TRAFFIC IMPROVEMENTS</p>			<p>84,200</p> <hr/>	
<p>TOTAL TRANSPORTATION AREA FUNDS</p>			<p>2,084,200</p> <hr/>	

CAPITAL FUNDS

Sewer Connection Projects	PROGRAM	Fund 55-532	
<p>PURPOSE: The Sewer Connection Fee is collected from various types of development based on the number of fixture units and the cost per lineal foot of construction of a main sewer line. All monies received by the City as a fee for connection to the public sewers are deposited into the Sewer Connection Fee Fund and used for the construction of sewers. Fees paid at the time of application for a sewer connection permit, and no connection permit is issued until such fees are paid.</p>			
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
REVENUES			
55 SEWER CONNECTION FEE FUND			
5484 Sewer Connection Fees	534,274	600,000	500,000
5812 Earnings on Investment	179,076	120,000	120,000
5812-1 Loss (Gain) MV on Investments	(34,379)	0	0
TOTAL SEWER CONNECTION FEE FUND	678,971	720,000	620,000
	ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09
EXPENDITURES			
55-532 SEWER CONNECTION PROJECTS			
6631 Improvements Other than Buildings	1,547,308	2,039,000	1,450,000
TOTAL SEWER CONNECTION PROJECTS	1,547,308	2,039,000	1,450,000
PROJECTS			
			FY 08-09
INFRASTRUCTURE IMPROVEMENTS			
Sewer Main Hot Spot Repairs and Main Replacements			527,000
Sewer Reconstruction - Parton Street: 15th to Washington			195,000
Sewer Reconstruction - Van Ness Avenue, North of Warner			400,000
Sewer Reconstruction - Washington Avenue: Bristol to Pacific			328,000
TOTAL			1,450,000

CAPITAL FUNDS

Residential Street Improvement		PROGRAM		Fund 58
PURPOSE:		Local Bond funding provided for a 5-year, \$100 million project to repair and rehabilitate neighborhood streets Citywide.		
		ACTUAL	PROJECTED	APPROVED
		FY 06-07	FY 07-08	FY 08-09
REVENUES				
5113	Host Fees	29,187	30,000	0
5499	Transportation/Oversize Permits	14,914	13,400	0
5573	Trench Cut Fees	16,796	17,000	0
5921	Street Construction Fees	185,504	290,000	0
5977	Encroachment Permit Fees	0	5,000	0
5990-29	Transfer from Special Gas Tax Fund 29	16,667	0	20,000,000
5990-32	Transfer from Measure M Fund 32	0	200,000	200,000
TOTAL RESIDENTIAL STREET IMPROVEMENT		263,068	555,400	20,200,000
EXPENDITURES		ACTUAL	PROJECTED	APPROVED
		FY 06-07	FY 07-08	FY 08-09
58-551	Residential Street Improvement			
6631	Improvements Other than Buildings	10,715	555,400	200,000
		10,715	555,400	200,000
58-552	Gas Tax Residential Street Improvement			
6631	Improvements Other than Buildings	0	0	20,000,000
		0	0	20,000,000
TOTAL RESIDENTIAL STREET IMPROVEMENT		10,715	555,400	20,200,000
PROJECTS				FY 08-09
58-552	<i>Neighborhood Street Imp:</i>			
	Local Street Pavement Rehabilitation			15,000,000
	Local Street Pavement Rehabilitation (PY)			5,000,000
GAS TAX RESIDENTIAL STREET IMPROVEMENT SUBTOTAL				20,000,000
TOTAL RESIDENTIAL STREET IMPROVEMENT PROJECTS				20,000,000

CAPITAL FUNDS

Select Street Construction	PROGRAM	Fund 59		
<p>PURPOSE: This program includes all new work, reconstruction, widening, or traffic improvements done on the "Select Street System" of the City. Funds to support this program primarily come from these sources:</p> <p>A. State Gas Tax funds (Section 2105,6,7) transferred from Fund 29. B. County Gas Tax funds administered by the Orange County Transportation Authority.</p>				
		ACTUAL	PROJECTED	APPROVED
		FY 06-07	FY 07-08	FY 08-09
REVENUES				
59 SELECT STREET CONSTRUCTION				
5335	OCTA Gas Tax Subvention	29,523,587	23,000,000	23,000,000
5341	RSTP Federal Program	0	113,285	5,442,600
5342-5	Transportation Enhancement Activities	586,721	230,970	0
5343	Highway Bridge Replacement Program (HBRP)	1,619,824	0	12,411,700
5350	Arterial Highway Rehabilitation Program (AHRP)	3,513,337	0	0
5351	Highway Safety Improvement Program	0	0	596,700
5621-3	Expense Reimbursement-Irvine	326,648	0	0
5621-5	Expense Reimbursement-SCRRA	5,067	0	0
5621-6	Expense Reimbursement-SAUSD	70,000	0	0
5790	Developer Contribution	75,000	0	0
5799	Miscellaneous Recoveries	0	0	0
5804	Rental of Property	102,810	0	0
5812	Earnings on Investment	7,334	0	0
5990	Transfer from Fund 29	698,233	2,931,425	356,300
TOTAL SELECT STREET CONSTRUCTION		36,528,561	26,275,680	41,807,300
		ACTUAL	PROJECTED	APPROVED
		FY 06-07	FY 07-08	FY 08-09
EXPENDITURES				
59-551 Select Street Construction				
6631	Land	0	0	5,442,600
6631	Improvements Other than Buildings	18,490,945	3,162,395	13,364,700
		18,490,945	3,162,395	18,807,300
59-553 OCTA Gas Tax Subvention				
6631	Improvements Other than Buildings	46,000,000	23,000,000	23,000,000
		46,000,000	23,000,000	23,000,000
TOTAL 59 SELECT STREET		64,490,945	26,162,395	41,807,300

CAPITAL FUNDS

Select Street Construction		PROJECT DETAIL			Fund 59
PROJECTS	FUNDING SOURCES			APPROVED Total	
	Gas Tax	OCTA Gas Tax	Others		
ARTERIAL IMPROVEMENTS					
Arterial Widening					
Bristol Street Widening: Phase I - McFadden to Pine	0	5,300,000	0	5,300,000	
Bristol Street Widening: Phase II - Third to Civic Center	0	17,700,000	0	17,700,000	
First Street Bridge Widening over Santa Ana River	0	0	11,770,500	11,770,500	
Grand Avenue Widening: First Street to Fourth Street	0	0	5,442,600	5,442,600	
Street Reconstruction/Resurfacing					
Rehabilitation of Bridges at Fifth Street & McFadden Avenue	0	0	641,200	641,200	
TOTAL ARTERIAL IMPROVEMENTS	0	23,000,000	17,854,300	40,854,300	
TRAFFIC IMPROVEMENTS					
Harbor at Kent - New Traffic Signal (HSIP)	0	0	0	326,700	
Railroad Grade Crossing Enhancement Safety Projects	356,300	0	0	356,300	
Santa Ana at Flower Traffic Signal Modification (HSIP)	0	0	0	270,000	
TOTAL TRAFFIC IMPROVEMENTS	356,300	0	0	953,000	
 GRAND TOTAL	 356,300	 23,000,000	 17,854,300	 41,807,300	

CAPITAL FUNDS

State Land & Water Conservation Fund		PROGRAM		Fund 156
PURPOSE: The State Land & Water Conservation Fund (LWCF) program provides matching grants for the acquisition and development of outdoor recreation areas and facilities. The program is intended to create and maintain a legacy of high quality recreation areas and facilities and to stimulate in the protection and maintenance of recreation resources.				
	ACTUAL	PROJECTED	APPROVED	
	FY 06-07	FY 07-08	FY 08-09	
REVENUES				
5350-5 Land & Water/ Tierra Pampas	145,606	150,000	0	
TOTAL LAND & WATER CONSERVATION FUND	<u>145,606</u>	<u>150,000</u>	<u>0</u>	
	ACTUAL	PROJECTED	APPROVED	
	FY 06-07	FY 07-08	FY 08-09	
EXPENDITURES				
156-247 LAND & WATER CONSERVATION FUND				
6631 Improvements other than Buildings	69,170	150,000	0	
TOTAL ANTICIPATED EXPENDITURES	<u>69,170</u>	<u>150,000</u>	<u>0</u>	
PRIOR YEAR FUNDING PROJECTS			FY 08-09	
<i>Park Facility Improvements</i>				
Santa Ana Zoo "Tierra de las Pampas" Exhibit - PY				150,000
TOTAL PARK FACILITY IMPROVEMENTS				<u>150,000</u>

CAPITAL FUNDS

State Bicycle Transportation Account	PROGRAM	Fund 161	
<p>PURPOSE: The State of California Department of Transportation, Bicycle Transportation Account (BTA), provides state funds for city and county projects that improve safety and convenience for bicycle commuters. To be eligible for BTA funds, a city or county must prepare and adopt a Bicycle Transportation Plan (BTP) that complies with Streets and Highways Code Section 891.2.</p>			
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
REVENUES			
5372 State Bicycle Transportation Account Grant	0	1,000,000	0
5370 Roberti-Z'Berg Urb/Open Space	0	100,000	0
TOTAL STATE PARKS CAPITAL PROJECTS	<u>0</u>	<u>1,100,000</u>	<u>0</u>
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
EXPENDITURES			
161-270 ROBERTI-Z'BERG-HARRIS GRANT			
6631 Improvements other than Buildings	0	100,000	0
TOTAL ANTICIPATED EXPENDITURES	<u>0</u>	<u>100,000</u>	<u>0</u>
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
EXPENDITURES			
161-272 BICYCLE TRANSPORTATION ACCOUNT			
6631 Improvements other than Buildings	0	1,000,000	0
TOTAL ANTICIPATED EXPENDITURES	<u>0</u>	<u>1,000,000</u>	<u>0</u>
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
TOTAL STATE PARKS CAPITAL PROJECTS	<u>0</u>	<u>1,100,000</u>	<u>0</u>
PRIOR YEAR FUNDING PROJECTS			FY 08-09
<i>Park Facility Improvements</i>			
161-270 Thornton Park Basketball Court - PY			100,000
161-272 "Cienegas de las Ranas" Habitat Renovation at Thornton Park - PY			1,000,000
TOTAL PARK FACILITY IMPROVEMENTS			<u>1,100,000</u>

CAPITAL FUNDS

Habitat Conservation Fund	PROGRAM	Fund 169																																																																																									
<p>PURPOSE: The Habitat Conservation Fund Program was established by the California Wildlife Protection Act of 1990 (The Mountain Lion Initiative). It provides funds for acquisition, enhancement, and restoration of wildlife areas, including programs and trails that bring urban residents into parks and wildlife areas. The grant requires a 50% match from a non-state source.</p>																																																																																											
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">ACTUAL FY 06-07</th> <th style="text-align: center; border-bottom: 1px solid black;">PROJECTED FY 07-08</th> <th style="text-align: center; border-bottom: 1px solid black;">APPROVED FY 08-09</th> </tr> </thead> <tbody> <tr> <td colspan="4">REVENUES</td> </tr> <tr> <td>5378-1 Habitat Conservation - Santiago Park</td> <td style="text-align: right;">0</td> <td style="text-align: right;">100,000</td> <td style="text-align: right;">0</td> </tr> <tr> <td>5798 Gifts & Donations</td> <td style="text-align: right;">0</td> <td style="text-align: right;">245,000</td> <td style="text-align: right;">122,500</td> </tr> <tr> <td>TOTAL RECREATION GRANTS FUND</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">0</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">345,000</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">122,500</td> </tr> <tr> <td colspan="4" style="padding-top: 20px;">EXPENDITURES</td> </tr> <tr> <td>169-268 HABITAT CONSERVATION FUND</td> <td></td> <td></td> <td></td> </tr> <tr> <td> 6631 Improvements other than Buildings</td> <td style="text-align: right;">0</td> <td style="text-align: right;">75,000</td> <td style="text-align: right;">122,500</td> </tr> <tr> <td>TOTAL ANTICIPATED EXPENDITURES</td> <td style="text-align: right; border-top: 1px solid black;">0</td> <td style="text-align: right; border-top: 1px solid black;">75,000</td> <td style="text-align: right; border-top: 1px solid black;">122,500</td> </tr> <tr> <td>169-270 CA STATE PARK BOND</td> <td></td> <td></td> <td></td> </tr> <tr> <td> 6631 Improvements other than Buildings</td> <td style="text-align: right;">0</td> <td style="text-align: right;">170,000</td> <td style="text-align: right;">0</td> </tr> <tr> <td>TOTAL ANTICIPATED EXPENDITURES</td> <td style="text-align: right; border-top: 1px solid black;">0</td> <td style="text-align: right; border-top: 1px solid black;">170,000</td> <td style="text-align: right; border-top: 1px solid black;">0</td> </tr> <tr> <td>TOTAL HABITAT CONSERVATION EXPENDITURES</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">0</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">245,000</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">122,500</td> </tr> <tr> <td colspan="3"></td> <td style="text-align: center; border-top: 1px solid black;">FY 08-09</td> </tr> <tr> <td colspan="4"><i>Park Facility Improvements</i></td> </tr> <tr> <td>169-268 "Centennial Sanctuary" Peninsula Waterfowl at Centennial Park</td> <td></td> <td></td> <td style="text-align: right;">62,500</td> </tr> <tr> <td>169-268 "Cienegas de las Ranas" Habitat Renovation at Thornton Park</td> <td></td> <td></td> <td style="text-align: right;">60,000</td> </tr> <tr> <td colspan="4">PRIOR YEAR FUNDING PROJECTS</td> </tr> <tr> <td>169-268 McFadden Triangle Reststop - PY</td> <td></td> <td></td> <td style="text-align: right;">75,000</td> </tr> <tr> <td>169-270 Santa Anita Pool Resurfacing - PY</td> <td></td> <td></td> <td style="text-align: right;">70,000</td> </tr> <tr> <td>169-270 Sanata Ana Zoo "Tierra de las Pampas" Exhibit - PY</td> <td></td> <td></td> <td style="text-align: right;">100,000</td> </tr> <tr> <td>TOTAL PARK FACILITY IMPROVEMENTS</td> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">367,500</td> </tr> </tbody> </table>					ACTUAL FY 06-07	PROJECTED FY 07-08	APPROVED FY 08-09	REVENUES				5378-1 Habitat Conservation - Santiago Park	0	100,000	0	5798 Gifts & Donations	0	245,000	122,500	TOTAL RECREATION GRANTS FUND	0	345,000	122,500	EXPENDITURES				169-268 HABITAT CONSERVATION FUND				6631 Improvements other than Buildings	0	75,000	122,500	TOTAL ANTICIPATED EXPENDITURES	0	75,000	122,500	169-270 CA STATE PARK BOND				6631 Improvements other than Buildings	0	170,000	0	TOTAL ANTICIPATED EXPENDITURES	0	170,000	0	TOTAL HABITAT CONSERVATION EXPENDITURES	0	245,000	122,500				FY 08-09	<i>Park Facility Improvements</i>				169-268 "Centennial Sanctuary" Peninsula Waterfowl at Centennial Park			62,500	169-268 "Cienegas de las Ranas" Habitat Renovation at Thornton Park			60,000	PRIOR YEAR FUNDING PROJECTS				169-268 McFadden Triangle Reststop - PY			75,000	169-270 Santa Anita Pool Resurfacing - PY			70,000	169-270 Sanata Ana Zoo "Tierra de las Pampas" Exhibit - PY			100,000	TOTAL PARK FACILITY IMPROVEMENTS			367,500
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CAPITAL FUNDS

State Recreation Trails Program	PROGRAM	Fund 172																																																																					
<p>PURPOSE: This funding source is made available by the Sate of California, Department of Parks and Recreation. This competitive grant program was established under the Transportation Equity Act for the 21st Century and provides funds annually for recreational trails and trail-related projects. Approximately \$2.2 million per year is available for non-motorized projects.</p>																																																																							
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CAPITAL FUNDS

Drainage Assessment	PROGRAM	Fund 201 to 226
<p>PURPOSE: In accordance with Section 34-191 of the Santa Ana Municipal Code, the City has been divided into drainage assessment areas. The fee established for each drainage area is based on the need for drainage facilities in each area as shown in the City's Storm Drain Master Plan.</p>		

FY 08-09 LOCAL DRAINAGE ASSESSMENT AREA	Balance from Prior Year	Approved Revenues	Total Revenues	Total Expenditures
Fund 201 - Local Drainage Area # 1	0	200	200	200
Fund 202 - Local Drainage Area # 2	0	1,500	1,500	1,500
Fund 203 - Local Drainage Area # 3	0	25,000	25,000	25,000
Fund 204 - Local Drainage Area # 4	0	800	800	800
Fund 205 - Local Drainage Area # 5	0	500	500	500
Fund 206 - Local Drainage Area # 6	0	700	700	700
Fund 207 - Local Drainage Area # 7	0	12,000	12,000	12,000
Fund 209 - Local Drainage Area # 9	0	500	500	500
Fund 210 - Local Drainage Area # 10	0	9,000	9,000	9,000
Fund 211 - Local Drainage Area # 11	0	200	200	200
Fund 212 - Local Drainage Area # 12	0	50	50	50
Fund 213 - Local Drainage Area # 13	0	1,500	1,500	1,500
Fund 221 - Local Drainage Area I	0	38,000	38,000	38,000
Fund 222 - Local Drainage Area II	0	92,000	92,000	92,000
Fund 223 - Local Drainage Area III	0	32,000	32,000	32,000
Fund 224 - Local Drainage Area IV	0	140,000	140,000	140,000
Fund 225 - Local Drainage Area V	0	18,000	18,000	18,000
Fund 226 - Local Drainage Area VI	0	20,000	20,000	20,000
TOTAL	<u>0</u>	<u>391,950</u>	<u>391,950</u>	<u>391,950</u>
 PROJECTS				APPROVED
INFRASTRUCTURE IMPROVEMENTS				FY 08-09
ADD: Allocation for future projects and project contingencies				<u>391,950</u>
TOTAL INFRASTRUCTURE IMPROVEMENTS				<u>391,950</u>

CAPITAL FUNDS

Park Acquisition & Development		PROGRAM		Fund 301 & 314	
PURPOSE: Park Acquisition and Development fees are charged to developers for all residential development in order to allow the City to maintain adequate green space and recreational facilities for the City's population as it increases as a result of such residential development. The fees this derived are the primary source of funding for development, enhancement, and renovation of the City's parklands.					
		<u>ACTUAL</u> <u>FY 06-07</u>	<u>PROJECTED</u> <u>FY 07-08</u>	<u>APPROVED</u> <u>FY 08-09</u>	
REVENUES					
301 PARK ACQUISITION AND DEVELOPMENT					
5070	Park Acquisition & Dev. Fees	0	880,970	0	
5070-3	District 3 A & D Fees	0	0	10,000	
5812	Earnings on Investments	30,000	0	2,000	
	TOTAL PARK ACQUISITION & DEVELOPMENT	<u>30,000</u>	<u>880,970</u>	<u>12,000</u>	
314 RESIDENTIAL DEVELOPMENT DISTRICT 4					
5070	Park Acquisition & Dev. Fees	183,180	0	10	
5070-99	Miscellaneous	3,232	0	0	
5070-99	Miscellaneous	4,004	0	122,500	
	TOTAL RESIDENTIAL DEVELOPMENT DISTRICT 4	<u>190,416</u>	<u>0</u>	<u>122,510</u>	
	TOTAL PARK ACQUISITION AND DEVELOPMENT	<u>220,416</u>	<u>880,970</u>	<u>134,510</u>	
		<u>ACTUAL</u> <u>FY 06-07</u>	<u>PROJECTED</u> <u>FY 07-08</u>	<u>APPROVED</u> <u>FY 08-09</u>	
EXPENDITURES					
301-232 RECREATION & COMMUNITY SVS ACQ & DEV					
6631	Improvements Other than Buildings	565,050	955,330	12,000	
6800-51	Transfer to Fund 51	62,101	0	0	
	TOTAL ANTICIPATED EXPENDITURES	<u>627,151</u>	<u>955,330</u>	<u>12,000</u>	
314-232 RESIDENTIAL DEVELOPMENT DISTRICT 4					
6631	Improvements Other than Buildings	0	0	122,500	
	TOTAL ANTICIPATED EXPENDITURES	<u>0</u>	<u>0</u>	<u>122,500</u>	
	TOTAL PARK ACQUISITION AND DEVELOPMENT	<u>627,151</u>	<u>955,330</u>	<u>134,500</u>	
				<u>FY 08-09</u>	
Park Facility Improvements					
"Centennial Sanctuary" Peninsula Waterfowl at Centennial Park					62,500
"Cienegas de las Ranas" Habitat Renovation at Thornton Park					60,000
PRIOR YEAR FUNDING PROJECTS					
Fairview Triangle Reststop - PY					18,000
Flower Street Bike Trail Extension - PY					37,000
McFadden Triangle Landscaping - PY					75,000
TOTAL					<u>252,500</u>

CAPITAL FUNDS

Police Building Debt Service	PROGRAM	Fund 400	
<p>PURPOSE: The Police Administration and Holding Facility Lease Revenue Bonds, Series 1994A were issued in March 1994 for \$107,399,438.50 at a 5.80% yield. This program accounts for the flow of funds in terms of revenues and expenditures based on the debt service schedule.</p>			
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
REVENUES			
400 POLICE BUILDING DEBT SERVICE			
5812 Earnings on Investment	244,660	0	0
5813 Investment Income -Trustee	206,623	0	0
5990 Transfer From General Fund 11	9,126,625	9,127,225	9,325,895
5990-570 Transfer From Fund 570	367,126	0	0
TOTAL POLICE BUILDING DEBT SERVICE FUND	9,945,034	9,127,225	9,325,895
	ACTUAL	PROJECTED	APPROVED
	FY 06-07	FY 07-08	FY 08-09
EXPENDITURES			
400-343 POLICE BUILDING DEBT SERVICE			
6291 Other Contractual Services	11,601	0	196,320
6781 Bond Principal	3,893,000	3,755,000	3,870,000
6791 Bond Interest	5,600,751	5,372,225	5,259,575
TOTAL POLICE BUILDING DEBT SERVICE FUND	9,505,352	9,127,225	9,325,895

CAPITAL FUNDS

Police Building Debt Schedule

PROGRAM

Fund 400

PURPOSE: The Police Administration and Holding Facility Lease Revenue Bonds, Series 1994A were issued in March 1994 for \$107,399,438.50 at a 5.80% yield. In February 2004, the City issued a Lease Revenue Refunding Bonds Series 2004A to defease a portion of the \$107,399,438.50 in the aggregate principal amount of \$38,830,000 at an average yield of 3.0455 %. The refunding gave the City a net present value savings of \$ 3,282,010. This program shows the debt service payment schedule to defease the balance of the 1994 Lease Revenue Bonds and the Refunding Lease Revenue Bonds Series 2004A.

**CITY OF SANTA ANA
POLICE BUILDING DEBT SERVICE FUND: REFUNDING LEASE REVENUE BONDS SERIES 2004A
SCHEDULE OF ANNUAL DEBT SERVICE**

<u>Fiscal Year*</u>	<u>Principal Repayment</u>	<u>Interest Payments</u>	<u>Total Annual Interest & Principal Payments</u>	<u>Capitalized Interest DSRF** Earnings</u>	<u>Annual Net Debt Service Year Ending</u>
2008-2009	3,870,000	5,259,575	9,129,575	0	9,129,575
2009-2010	4,030,000	5,085,425	9,115,425	0	9,115,425
2010-2011	4,190,000	4,904,075	9,094,075	0	9,094,075
2011-2012	4,370,000	4,694,575	9,064,575	0	9,064,575
2012-2013	4,585,000	4,541,625	9,126,625	0	9,126,625
2013-2014	4,685,000	4,381,150	9,066,150	0	9,066,150
2014-2015	5,030,000	4,193,750	9,223,750	0	9,223,750
2015-2016	5,345,000	3,879,375	9,224,375	0	9,224,375
2016-2017	5,680,000	3,545,313	9,225,313	0	9,225,313
2017-2018	6,035,000	3,190,313	9,225,313	0	9,225,313
2018-2019	6,410,000	2,813,125	9,223,125	0	9,223,125
2019-2020	6,815,000	2,412,500	9,227,500	0	9,227,500
2020-2021	7,240,000	1,986,563	9,226,563	0	9,226,563
2021-2022	7,690,000	1,534,063	9,224,063	0	9,224,063
2022-2023	8,170,000	1,053,438	9,223,438	0	9,223,438
2023-2024	8,685,000	542,813	9,227,813	0	9,227,813
TOTAL	<u>92,830,000</u>	<u>54,017,678</u>	<u>146,847,678</u>	<u>0</u>	<u>146,847,678</u>

* Fiscal Year begins July 1st and ends June 30th.

** Debt Service Reserve Fund (DSRF)

CAPITAL IMPROVEMENT PROGRAM (CIP)

Capital investments to construct, maintain, repair, and improve Santa Ana’s hardscape are needed to meet the City’s goal to provide first-rate infrastructure and community facilities, and to assure the City’s continued economic vitality. The Capital Improvement Program (CIP) lists and describes all planned projects and is updated yearly to reflect current and projected conditions. As shown in **Figure 7-1**, the City plans to invest \$440.4 million in CIP projects between FY 2008-09 and FY 2014-15 with \$110.6 million budgeted in FY 08-09.

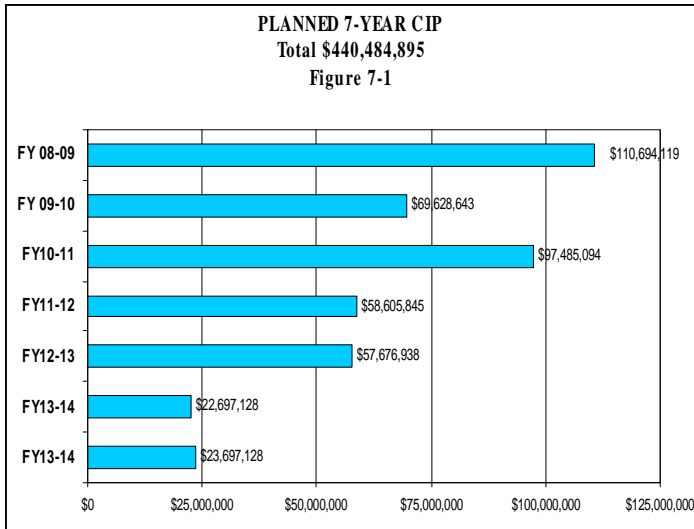


Table 7-2 shows FY 08-09 Budgeted CIP and per capita expenditure ratios for the seven largest Orange County cities. Santa Ana’s CIP funding is considerably lower than Anaheim’s primarily due to the presence of Disneyland and other franchises located within the city which require improved access roads to these attraction. Santa Ana’s CIP budget is projected at \$110.6 million with Arterial and Neighborhood Street projects making up approximately 75% of the total City in FY 08-09. For this upcoming year, the City has made a strong emphasis on neighborhood street improvements and has allocated approximately \$26.6 in CIP funds alone.

CITY	Budgeted CIP	Population	Per Capita Expenditures
Fullerton	87,772,140	137,437	\$639
Anaheim	152,855,094	346,823	\$441
Santa Ana	110,694,119	353,184	\$313
Garden Grove	53,592,750	173,067	\$310
Huntington Beach	38,588,575	201,993	\$191
Orange	23,515,500	140,849	\$167
Irvine	31,355,869	209,806	\$149

Source: Individual cities and State of California Department of Finance

SOURCES OF FUNDS

To ensure proper levels of capital investment, the City uses various funding sources to finance the projects outlined in the City’s CIP. **Figure 7-2** shows funding sources and amounts available to the City for capital projects. These funds are generally available to the City through government grants, development fees, and special local taxes.

Orange County Combined Transportation Funding Programs

The City receives transportation funding from Orange County through the following programs: Measure M Streets and Roads Programs, Arterial Highway Financing Program (AHFP), and Inter-modal Surface Transportation Efficiency Act (ISTEA) programs. The Revised Traffic Improvement & Growth Management Plan, better known as **Measure M**, was approved by Orange County voters in November 1990 allowing a 0.5 percent sales tax increase for a twenty year period. Measure M tax revenues must be used solely for transportation improvement projects and programs and is distributed in four categories: 43% to Freeway Projects; 25% to Transit Projects; 21% to Local Streets and Roads Projects; and 11% to Regional Streets and Roads Projects.

The **Arterial Highway Financing Program (AHFP)** was established in 1958 to develop an orderly system of arterial highways throughout Orange County in accordance with a countywide Master Plan of Arterial Highways (MPAH). The intent is to assist Orange County cities fund their regional transportation facilities. AHFP funds for cities come from a portion of Orange County’s Highway Users Tax allocation administered by the OCTA.

The **Intermodal Surface Transportation Efficiency Act (ISTEA)** of 1991 provides federal funding for local transportation projects. Unlike previous federal transportation acts, ISTEA is more flexible in that local governments are granted more control over funding administration. ISTEA-funded projects include the Local & Regional Surface Transportation Program (STP), Congestion Mitigation/Air Quality, Bridge Replacement, and Mass Transit.

Gas Tax

The Gas Tax is a major source of funding for research, planning, construction, improvement, maintenance, and operation of public streets and highways. Gas tax monies are allocated to localities according to a population-based formula that takes into account the overall transportation needs of the state.

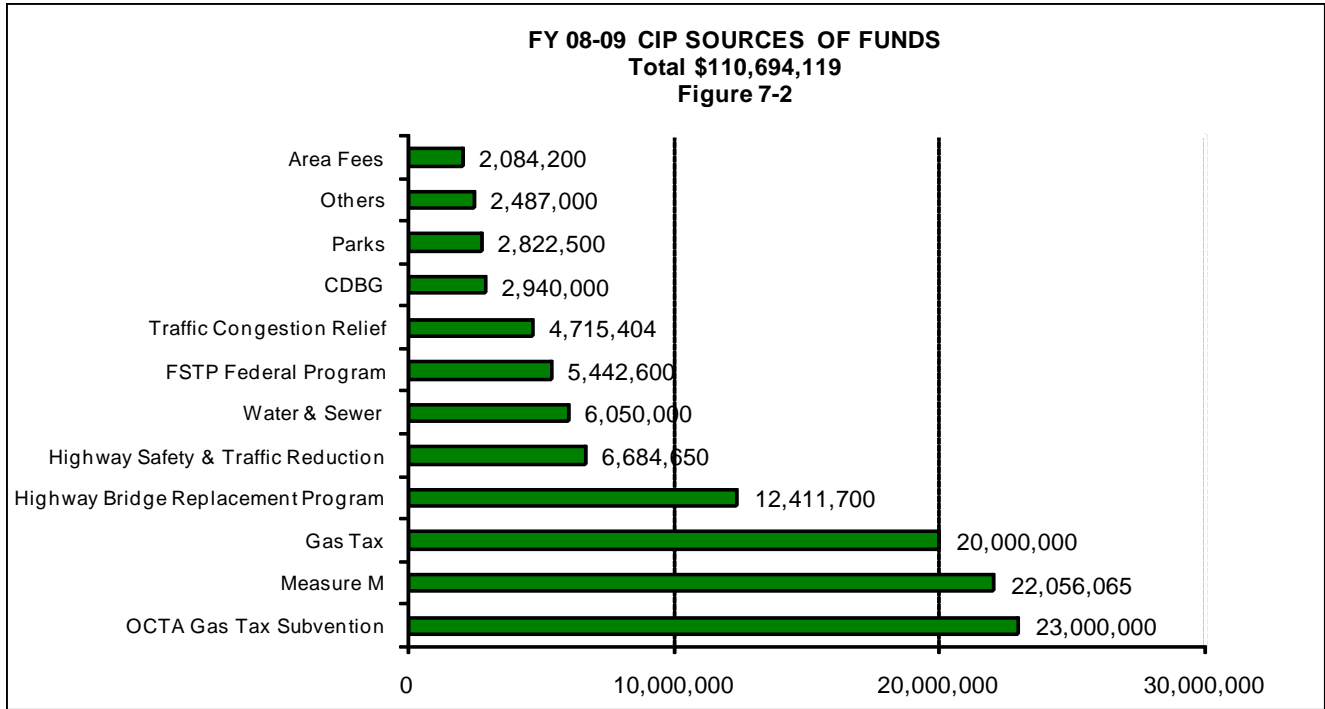
Tax Increment

When a Redevelopment Project Area (RPA) is created, all real estate in the RPA is given a base assessment value. Changes in ownership, and new development or improvements would increase the assessed value of the improved property, which is then reassessed at a higher value. The property tax increase over the base assessment value is

called the tax increment. The City’s Community Development Agency (CDA) has the authority to use tax increment money for capital projects. CDA issues tax allocation bonds to pay for these projects. The County of Orange collects the tax increment revenue and makes it available to CDA upon demonstration of debt.

Park Acquisition & Development Funds

The City Council established a per capita standard of two acres of park and recreation facilities per one thousand City residents. To maintain this standard, the City charges a Residential Development Fee to any person or corporation adding a net increase in the number of residential units or converting apartments to condominiums in the City. The proceeds are used for the acquisition, construction, and renovation of park and recreation facilities.



Community Development Block Grants (CDBG)

CDBG is a federal program to help eliminate blight, develop viable communities with decent housing, and expand opportunities for low- and moderate- income families. A maximum of 15% of CDBG monies received annually may be used for Social Services programs, with the balance going to capital projects.

Sewer Connection Fees

These fees pay for sewer connections related to various types of developments. Fees are paid at the time of application for a sewer connection permit, and are based on the number of fixture units and the cost per lineal feet of construction of a main sewer line.

Drainage Area Fees

Like TSIA fees, drainage fees are paid by developers to offset the cost of system improvements to accommodate new development. The City is divided into several local drainage areas created by City Council resolution. The City maintains a separate fund for each local drainage area. Revenue in each drainage area fund must be expended within the boundaries of the drainage area from which the fees were collected.

Transportation System Improvement Area Fees

Transportation System Improvement Area (TSIA) Fees are paid by developers to offset the cost of providing transportation system improvements for new development. The fee is a percentage of the estimated construction costs. TSIA fees can only be used to improve the transportation system within that TSI area.



CIP PROJECT CATEGORIES

Capital improvement investments are methodically and consistently tracked based on the six major project categories the City has used over the last decade: arterial, traffic, neighborhood, infrastructure, city facility and park improvements as shown in page 7-27.

Arterial Improvements

Arterial improvements refer to street widening and street reconstruction/resurfacing projects and account for over \$56.3 million or approximately 50.9% of the total CIP budget for FY 08-09. The largest projects include arterial widening of Bristol Street (\$17.7 million) and First Street bridge widening over the Santa Ana River (\$11.7 million).

Infrastructure Improvements

Infrastructure improvements refer to water, storm drain, sewer, and underground utility projects and account for \$7.6 million or 6.94% of the CIP. The largest projects include Bristol Street (Third St. to Civic Center) underground utilities and various water main replacements throughout the City (\$4.6 million).

Traffic Improvements

Traffic improvement budget for FY08-09 is \$16.6 million which equal to 15.05% of the total CIP budget. The largest project under this category is the “Go Local” project. The cities of Santa Ana and Garden Grove have developed a vision for transit, improved highway access, and economic development in both cities. The “Go Local” vision includes a multi-modal transportation corridor to Central Orange County that integrates modern streetcars, bus rapid transit, autos, bicycles and pedestrians, using the Santa Ana Regional Transportation Center on the east and the Pacific Electric Right-of-Way on the west.

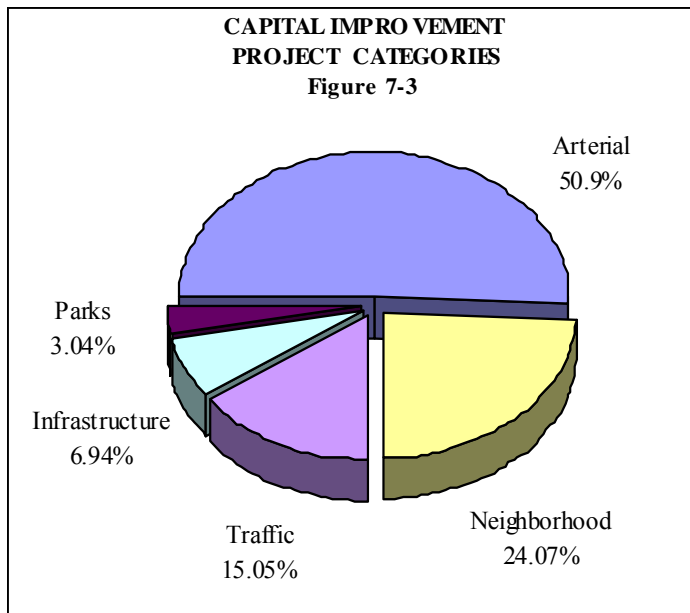


Park Facility

The City has allocated \$3.3 million or 3.04% of the total CIP budget to Park Facilities. The largest park facility projects include improvements Flower Street bike trail extension, Santa Ana Zoo “Tierra de las Pampas” exhibit, Centennial road renovations, Thorton Park basketball court and the “Centennial Sanctuary” Peninsula Waterfowl.

Neighborhood Improvements

This category includes citywide curb, gutter, sidewalk replacements and neighborhood street improvements. More than \$26.6 million or 24.07% of the total CIP budget has been earmarked for this category. The priority in FY 08-09 is to focus on neighborhood streets.



CIP PROCESS CALENDAR

From *December through March*, departments prepare their Capital Improvement Program (CIP) requests by identifying capital project needs and establishing project feasibility, scheduling, alternatives, and cost estimates. CIP requests are reviewed and/or approved by the respective department head to ensure consistency with City goals and priorities. Projects receiving such approval are submitted to the City Manager for final review.

In *April*, Public Works staff evaluates the capital project requests. Typically, Public Works is the lead agency in the formulation of the CIP since most CIP projects and funding sources are under its purview. The Community Development Agency provides considerable CIP funding from the agency’s tax increment monies.

Historically, the City’s practice has been to identify CIP funding on the premise of “no change in the City’s current staff or service levels.” On the basis of this evaluation, and direction from the City Manager, the proposed CIP budget is prepared for submission to the Planning Commission and the City Council.

During *May* of each year, the Planning Commission reviews the CIP and submits recommendations to the City Council. The City Council also reviews the CIP document, as presented by the City Manager, along with any Planning Commission recommendations. The Council holds public hearings, as required, and directs any revisions or deletions. The CIP is then adopted, along with the rest of the annual City budget by City Council ordinance.

PRIORITY FACTORS FOR CIP INCLUSION

The City uses established criteria to determine which projects to include in the final CIP. The criteria is reviewed annually and modified as necessary. Priority is given to projects that:

1. are required by an agreement with another agency;
2. are essential to public health or safety;
3. are grant funded and would have minimal or no operating cost impact on the General Fund;
4. will preserve an existing capital facility and avert greater expenses in future years, with no increase in General Fund operating cost; (e.g., continuation of a 10 -year cycle street maintenance program);
5. save on General Fund operating costs;
6. fulfill a City commitment (evidenced by previous inclusion in the CIP and community support) to provide minimum facilities in areas deemed deficient;
7. purchase land for future projects at favorable “pre-developed” prices;
8. are new facilities with minimal or no operating cost, or whose operating cost has been designated by the Council as exceptions to the established operating cost policy;
9. are to be constructed as a cost-sharing activity in conjunction with another agency;
10. generates sufficient revenue to be essentially self-supporting;
11. increases the use or efficiency of an existing facility with minimal or no operating cost increase;
12. fulfill City commitment (evidenced by previous inclusion in the CIP and by community support) to provide greater than minimal facilities;
13. are grant funded but would require increased operating costs in the General Fund; and
14. are not grant funded and would require increased operating costs in the General Fund, and have not been designated as exceptions to the operating cost policy by previous City Council actions.

Santa Ana is one of only 28 cities nationwide, and of only 2 in Orange County, to receive the highest rating of *Class 1* city in the Insurance Services Office, Inc. (ISO) survey of community fire safety. This distinction was achieved in part because of the City’s proactive investments in firefighting capital assets. The ISO evaluation criteria is described below.

FIRE DEPARTMENT (50 %): includes number and location of fire engine companies on duty; availability of fire equipment, (e.g., aerial ladders), firefighter training; and response time.

WATER SUPPLY (40%): includes water sufficiency to fight a fire, beyond normal needs; water pump, storage and filtration systems; number and location of fire hydrants and their location.

FIRE ALARMS (10%): includes adequacy of fire dispatch systems; number of phone lines in fire dispatch center; size of dispatch staff per shift; firefighter notification methods.

**ISO FIRE PROTECTION RATINGS
OF ORANGE COUNTY CITIES**

Class 1 (Outstanding) to Class 10 (Unprotected)

CITY	RATING
Anaheim	1
Brea	3/9**
Buena Park	2
Costa Mesa	2
Cypress	3/9**
Dana Point	3/9**
Fountain Valley	3
Fullerton	2
Garden Grove	2
Huntington Beach	2
Irvine	3/9**
La Habra	3
Laguna Beach	4
Laguna Hills	3/9**
Laguna Niguel	3/9**
Lake Forest	3/9**
Los Alamitos	3/9**
Mission Viejo	3/9**
Newport Beach	2
Orange	2
Placentia	3/9
San Clemente	4
San Juan Capistrano	3/9**
Santa Ana	1
Seal Beach	3/9**
Stanton	3/9**
Tustin	3/9**
Villa Park	3/9**
Westminster	2
Yorba Linda	3/9**
Orange County	3/9**

Class 1 to 8: area is classified as protected, which means the community has at least one fire hydrant every 1,000 feet and a fire station every 5 miles.

Class 9: semiprotected and usually indicates a rural area.
Class 10: unprotected.

** Split ratings are for communities served by the Orange County Fire Authority, which serves both urban and rural areas. The better score would represent the urbanized communities, the lower score represents rural areas.

Source: Insurance Services Office, Inc. of New York 1998

FIGURE 7-4

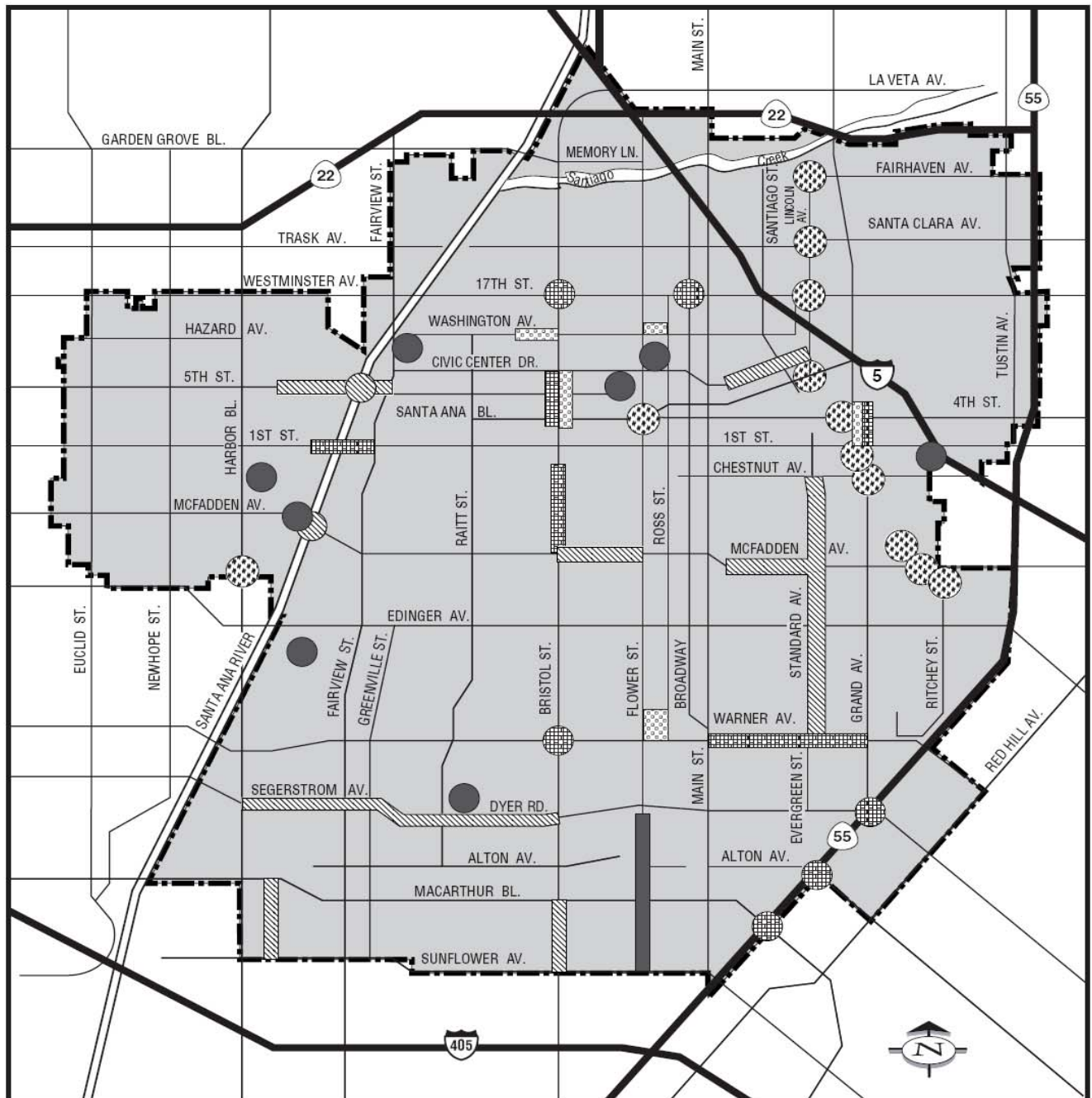


City of Santa Ana Construction Projects

Target Schedules
2008-2009

LEGEND

- Neighborhood Street Improvements
- Arterial Widening
- Street Reconstruction/Resurfacing
- Traffic Improvements
- Infrastructure Improvements
- Park Facility Improvements



**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 08-09 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
I. NEIGHBORHOOD IMPROVEMENTS	
Neighborhood Street Improvements	
Neighborhood Traffic Mitigation	1,155,000
Project Restore: Local Street Pavement Rehabilitation	25,243,800
Subtotal Neighborhood Street	26,398,800
Curb, Gutter, Sidewalk	
Omnibus Concrete	250,000
Subtotal Curb, Gutter, Sidewalk	250,000
TOTAL NEIGHBORHOOD IMPROVEMENTS	26,648,800
II. ARTERIAL IMPROVEMENTS	
Arterial Widening	
Alton Avenue Overcrossing @ SR-55	2,276,000
Bristol Street Widening: Phase I - McFadden to Pine	5,300,000
Bristol Street Widening: Phase II - Third to Civic Center	17,700,000
First Street Bridge Widening over Santa Ana River	11,770,500
Grand Avenue Widening: First Street to Fourth Street	7,663,700
Grand/Dyer Intersection	150,000
MacArthur Boulevard @ SR-55	730,600
Project Development	207,000
Right-of-Way Management	250,000
Seventeenth/Broadway Intersection	200,000
Subtotal Arterial Widening	46,247,800
Street Reconstruction/Resurfacing	
Civic Center Drive: French to Santiago	727,100
Fifth Street Rehabilitation: Fairview Street to Jackson Street	863,300
McFadden Avenue: Bristol to Flower	560,600
McFadden Avenue: Standard to Maple	1,401,300
Pavement Management	300,000
Plaza Drive: MacArthur to Sunflower	890,604
Rehabilitation of Bridges at Fifth Street and McFadden Avenue	641,200
Segerstrom Avenue: Bristol to Raitt	876,700
Segerstrom Avenue: Fairview to Harbor	89,400
Segerstrom Avenue: Raitt to Fairview	785,000
Standard Avenue: Warner to First	1,956,115
Susan Street: MacArthur to Sunflower	1,000,000
Subtotal Street Reconstruction/Resurfacing	10,091,319
TOTAL ARTERIAL IMPROVEMENTS	56,339,119

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 08-09 CIP PROJECTS BY CATEGORY**

PROJECTS **TOTAL**

III. TRAFFIC IMPROVEMENTS

Traffic Improvements

Fairview/Harbor Interconnect and Intertie with Fountain Valley	312,500
Harbor at Kent - New Traffic Signal (HSIP)	366,700
Railroad Grade Crossing Enhancement Safety and Quiet Zone Improvement Projects	968,000
System Detection and Transportation Information System	312,500
Santa Ana at Flower Traffic Signal Modification (HSIP)	310,000
Santa Ana/Garden Grove "Go Local" Concept Study	14,100,000
SBC (Pacific Bell) Rental Fee for Signal Interconnect	20,000
Traffic Management Plans	170,000
Traffic Signal Capital Improvement	100,000

Subtotal Traffic Improvements **16,659,700**

TOTAL TRAFFIC IMPROVEMENTS **16,659,700**

IV. INFRASTRUCTURE IMPROVEMENTS

SEWER

Sewer Main Hot Spot Repairs and Main Replacements	527,000
Sewer Reconstruction - Parton Street: 15th to Washington	195,000
Sewer Reconstruction - Van Ness Avenue, North of Warner	400,000
Sewer Reconstruction - Washington Avenue: Bristol to Pacific	328,000

Subtotal Sewer **1,450,000**

WATER

Water Main Replacements	4,600,000
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Subtotal Water **4,600,000**

STORM DRAIN

Subtotal Storm Drain **0**

UNDERGROUND UTILITIES

Bristol Street: Third to Civic Center	1,024,000
Grand Avenue: First to Fourth	610,000

Subtotal Underground Utilities **1,634,000**

TOTAL INFRASTRUCTURE IMPROVEMENTS **7,684,000**

**CITY OF SANTA ANA
CAPITAL IMPROVEMENT PROGRAM (CIP)
FY 08-09 CIP PROJECTS BY CATEGORY**

<u>PROJECTS</u>	<u>TOTAL</u>
V. PARK FACILITY IMPROVEMENTS	
Park Improvements/Renovation	
"Centennial Sanctuary" Peninsula Waterfowl at Centennial Park	125,000
Centennial Road Renovation	440,000
"Cienegas de las Ranas" Habitat Renovation at Thornton Park	120,000
Fairview Triangle Reststop	150,000
Flower Street Bike Trail Extension	1,112,000
McFadden Triangle Landscaping	150,000
Santa Anita Pool Resurfacing	70,000
Santa Ana Zoo "Tierra de las Pampas" Exhibit	1,000,000
Thornton Park Basketball Court	195,500
Subtotal Park Improvements/Renovation	3,362,500
TOTAL PARK FACILITY IMPROVEMENTS	<u>3,362,500</u>
GRAND TOTAL	<u><u>110,694,119</u></u>

**CITY OF SANTA ANA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 08-09 THROUGH FY 14-15**

PROJECTS	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	TOTAL
I. NEIGHBORHOOD IMPROVEMENTS								
Neighborhood Street Improvements	26,398,800	27,626,900	38,895,689	10,094,000	12,218,230	11,407,128	11,697,128	138,337,875
Curb, gutter, Sidewalk Improvements	250,000	250,000	250,000	250,000	250,000	250,000	250,000	1,750,000
Total Neighborhood Improvements	26,648,800	27,876,900	39,145,689	10,344,000	12,468,230	11,657,128	11,947,128	140,087,875
II. ARTERIAL IMPROVEMENTS								
Arterial Widening	46,247,800	28,059,243	44,991,105	35,338,745	35,196,108	450,000	250,000	190,533,001
Street Reconstruction/Resurfacing	10,091,319	5,331,000	4,225,300	4,343,100	572,600	300,000	300,000	25,163,319
Total Arterial Improvements	56,339,119	33,390,243	49,216,405	39,681,845	35,768,708	750,000	550,000	215,696,320
III. TRAFFIC IMPROVEMENTS								
Traffic Improvements	16,659,700	817,500	300,000	280,000	290,000	290,000	200,000	18,837,200
Total Traffic Improvements	16,659,700	817,500	300,000	280,000	290,000	290,000	200,000	18,837,200
IV. INFRASTRUCTURE IMPROVEMENTS								
Sewer	1,450,000	2,100,000	2,450,000	2,800,000	3,150,000	3,500,000	4,000,000	19,450,000
Water	4,600,000	4,500,000	5,000,000	5,500,000	6,000,000	6,500,000	7,000,000	39,100,000
Storm Drain	0	0	0	0	0	0	0	0
Underground Utilities	1,634,000	944,000	1,373,000	0	0	0	0	3,951,000
Total Infrastructure Improvements	7,684,000	7,544,000	8,823,000	8,300,000	9,150,000	10,000,000	11,000,000	62,501,000
V. PARK IMPROVEMENTS								
Park Improvements/Renovation	3,362,500	0	0	0	0	0	0	3,362,500
Total Park Improvements	3,362,500	0	0	0	0	0	0	3,362,500
GRAND TOTAL	110,694,119	69,628,643	97,485,094	58,605,845	57,676,938	22,697,128	23,697,128	440,484,895

.....**A**.....

- Accounting System:** The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.
- Accrual Basis of Accounting:** A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.
- Activity:** A specific unit of work or service performed.
- Appropriation:** An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.
- Appropriation Ordinance:** The official enactment by the City Council establishing the legal authority for the City officials to obligate and expend resources.
- Assessed Valuation:** The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.
- Assets:** Property owned by the City which has monetary values.
- Audit:** A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:
 - ascertain whether financial statements fairly present financial positions and results of operations;
 - test whether transactions have been legally performed;
 - identify areas for possible improvements in accounting practices and procedures;
 - ascertain whether transactions have been recorded accurately and consistently; and
 - ascertain the managerial conduct of officials responsible for governmental resources.

.....**B**.....

- Balance Sheet:** A statement purporting to present the financial position of an entity by disclosing its assets, liabilities, and fund equities as of a specific date. Under varying circumstances, assets are carried at "lower of cost or market", "cost less allowance for depreciation", etc.
- Base Budget:** Ongoing expense for personnel, contractual services, and the replacement of supplies and equipment required to maintain service levels previously authorized by the City Council.
- Basis of Accounting:** The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes.
- Bond (Debt Instrument):** A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

Budget (Operating): A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

Budget Calendar: The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

Budget Message: A general discussion of the proposed budget presented in writing as a part of, or supplement to, the budget document. Explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.

.....C.....

Capital Assets: Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

Capital Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the City's consolidated budget which includes both operating and capital outlays, and is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital expenditures to be incurred each year over a period of ten future years setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

Capital Outlays: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

Capital Projects: Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

Capital Projects Fund: Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by proprietary Funds).

Certificate of Deposit: A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period for a specified rate of interest.

Comprehensive Annual Financial Report (CAFR): the official annual financial report of a government, which encompasses all funds.

Community Development Block Grant (CDBG): The Housing and Community Development Act of 1974 provides funds to cities and counties to develop urban communities, decent housing, suitable living environments, and expanded economic opportunities primarily for the benefit of low and moderate-income people. This federal program gives priority to activities which benefit low and moderate-income individuals.

Commodities: Items of expenditure (in the operating budget) which after use, are consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation. Office supplies and motor fuel are examples of commodities.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: Expenditure for services the City receives from an internal service fund or an outside company. E.g., utilities, rent, and maintenance service agreements.

.....**D**.....

Debt Service: Payment of interest and repayment of principal to holders of the City's debt instruments.

Debt Service Fund: Used to account for the accumulation of resources for, and payment of general long-term debt.

Deficit: (1) Excess of an entity's liabilities over its assets (See Fund Balance)
(2) Excess of expenditures or expenses over revenues during accounting period.

Depreciation: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.
(2) That portion of the cost of a capital asset ~ charged as an expense during a particular period.

.....**E**.....

Education Revenue Augmentation Fund (ERAF): In 1992, the State of California enacted legislation that shifted partial financial responsibility for funding education to local government (cities, counties and special districts). The State did this by instructing county auditors to shift the allocation of local property tax revenues from local government to educational revenue augmentation funds, directing that specified amounts for city, county and other local agency property taxes be deposited into these funds to support schools.

Encumbrances: Obligations in the form of purchase orders or contract commitment are chargeable to an appropriation and for which a part appropriation is reserved. They cease to be encumbrances when an actual liability is set up.

Enterprise Fund: Separate financial accounting used for government operations financed and operated in a manner similar to a business enterprise where the intent of the governing body is for the costs (expenses in depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of net income is appropriate for capital maintenance, public policy, management control, or other purposes. Examples of Enterprise Funds are those used for transit systems.

Expenditures: Where accounts are kept on the accrual or modified accrual basis accounting, the cost of goods received or services rendered whether payments have been made or not. Where accounts are kept on basis, expenditures are recognized only when the cash payments above purposes are made.

.....**F**.....

- Fiscal Year:** The twelve month period beginning July 1st and ending the following June 30th.
- Fixed Charges:** Items of expenditure for services rendered by internal operation City. Rental of City equipment, computer services, building rental, operating expenses, and depreciation are examples of fixed charge.
- Full Faith and Credit:** A pledge of the City's taxing power of a government to repay obligations (typically used in reference to General Obligation Bonds supported debt).
- Fund:** An independent fiscal and accounting entity with a self-balancing accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
- Fund Balance:** The Excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

.....**G**.....

- General Fund:** The fund supported by taxes, fees, and other revenues that may be used for any lawful purpose. The general fund accounts for all financial resources except those required to be accounted for in another fund.
- Generally Accepted Accounting Principals (GAAP):** The conventions, rules, and procedures that serve as the norm for the fair presentation of the financial statements.
- General Obligation Bonds:** When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues. In California, G.O. bonds must be authorized by public referenda with two-thirds voter approval.

.....**I**.....

- Intergovernmental Grant:** A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the State and Federal governments. Grants are usually made for specified purposes.
- Internal Service Fund:** Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City.
- Investment:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

.....**L**.....

- Liability:** Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. NOTE: The term does not include encumbrances.

.....**M**.....

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

Measure M: An initiative passed by Orange County voters to fund transportation improvements using revenue generated by a countywide half-cent sales tax. The various cities of Orange County receive funding from the Orange County Transportation Authority (OCTA) and are required to spend the monies on transportation projects.

.....**O**.....

Object of Expenditure: Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects and expenditure include:

- personnel services (salaries and wages);
- contractual services (utilities, maintenance contracts, travel);
- commodities;
- fixed charges (rental of City equipment, City building rental); and
- capital outlays.

Operating Funds: Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

.....**P**.....

Performance Measures: Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

Personnel Services: Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees, the incidental fringe benefit cost associated with City employment, and amounts paid to outside firms, consultants, or individuals for contract personal services.

.....**R**.....

Rating: The creditworthiness of a City is evaluated by independent agencies.

Reserve: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures not otherwise budgeted for. Reserve accounts can also be used to earmark a portion of fund balance to indicate that it is not appropriate for expenditures.

Resources: Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

Revenue: The term designates an increase to a fund's assets which:
- does not increase a liability (e.g., proceeds from a loan);
- does not represent a repayment of an expenditure already made;
- does not represent a cancellation of certain liabilities; and
- does not represent an increase in contributed capital.

Revenue Bonds: When a government issues bonds which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. In addition to a pledge of revenues, such bonds sometimes may be secured by a lien against property. In Santa Ana, revenues are typically derived from rates charged for utilities.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

.....**S**.....

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Revenue Fund: Used to account for the proceeds of special revenue sources that are restricted by law (or administrative action) to expenditures for specific purposes.

.....**T**.....

T-Rating: Designates a position which will be eliminated from the budget upon the departure of the incumbent employee.

Triple Flip: In March 2004, the voters of California approved Proposition 57(the California Economic Recovery Bond Act) which reduced the City of Santa Ana's Local Sales and Use tax by ¼% and replaced (backfilled) the reduction with dollar-for-dollar allocation of local property tax.

.....**U**.....

Unit Cost: The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).

User Charges (also Known as User Fees): The payment of a fee for direct receipt of a public service by the party benefiting from the service.

UDAG: Urban Development Action Grant.

.....**Y**.....

Yield: The rate earned on an investment based on the price paid.

- 6100 PERSONNEL SERVICES** - This classification includes all expenditures made as compensation for services rendered by City employees and officials; and outside consultant services.
- 6111 Salaries & Wages Regular** - All regular compensation and employee portion of retirement paid City employees on the payroll.
 - 6112 Salaries & Wages Disability** - For Police and Fire Department payroll use only.
 - 6113 Salaries & Wages Retirement** – Retirement payouts.
 - 6131 Salaries & Wages Temporary** - Compensation paid temporary employees engaged for a specified time, or to replace regular employees on vacation.
 - 6141 Salaries & Wages Overtime** - Compensation paid for all overtime.
 - 6151 Retirement Plan Charges** - City's share for employee retirement. (Employer PERS Contribution)
 - 6161 Medicare Insurance Charges** - City's share for employee medicare insurance.
 - 6171 Employees Insurance Charges** - City's share for employee group health insurance.
 - 6172 Retired Medical Insurance (Fire)** - City's share for retired employees' medical insurance.
 - 6181 Compensation Insurance Charges** - City's share for employee worker's compensation.
 - 6191 Other Personnel Services** - Amounts paid to personnel from other internal departments including contracted vendor personnel services for ongoing operations.
 - 6192 Audit Fees (Housing)** - Fees for external audit.
 - 6194 Preliminary Administration Fee (Housing)** - Administrative cost for the Housing Authority staff for time put into new projects.
- 6200 CONTRACTUAL SERVICES** - Includes all expenditures for utilities; communications; transportation; maintenance or services such as labor, materials and/or equipment; memberships; subscriptions; retirement administration; advertising; sewage, trash and garbage charges; auto allowances; freight; travel and subsistence.
- 6201 Utilities** - Expenditures for electrical and power services; gas and water services.
 - 6211 Communications** - Expenditures for telephone, toll and long distance, acquisition and monthly usage of cellular phones, telephones and headsets, telephone moves and changes, and telephone system maintenance, and paging services.
 - 6219 Conventions & Conferences** - Department head or designee travel and conference expenses.
 - 6221 Training and Transportation** - Seminar fees, allowances for travel and subsistence, parking fees.

-
- 6222 Transportation (JTPA)** - Purchase of bus passes for JTPA participants.
- Marketing Program Travel (EDC)** - Non-local business promotion and retention (see 223)
- Training/Tuition Reimbursement (Police)** - City tuition reimbursement to sworn Police officers approved by Human Resources relative to the Police Department Career Development Program.
- 6223 Business Promotions (EDC)** - Expenditures for local business promotion and retention, i.e. travel, meetings, meals, refreshments, local booths setup, trade expo participation.
- Transportation/Criminal Extradition (Police)** - Allowance for travel and subsistence and other related costs necessary to extradite a criminal.
- 6224 Travel Expense for Investigation (Police)**
- 6231 Advertising** - Media announcements and other related costs to disseminate information.
- 6241 Janitorial and Housekeeping** - Expenditures for contract janitorial and housekeeping services; laundry and dry cleaning; uniforms, badges and belt repairs.
- 6251 Other Agency Services** - Assessing and tax collecting; public health services; retirement and administration; technical personnel services; pound services; boarding prisoners; sewage treatment; garbage and trash services; subscription and membership for trade and professional journals; associations, etc.; library periodicals; all services performed for the City by a government agency.
- 6261 M&R Buildings and Grounds** - Expenditures for contract maintenance and repair of structural building (including fixed accessories); grounds and parking areas.
- 6271 M&R Improvements** - Expenditures for contract maintenance and repair of signs and standards; pipe lines and appurtenances; fire alarm and signal apparatus; fire hydrants; streets and alleys; street lights and electrollers; traffic signals and controls; and fences.
- 6281 M&R Machinery & Equipment** - Expenditures for contract maintenance and repair of office equipment; service contracts; furniture and fixtures; mobile tools; automotive equipment; motorcycles.; fire fighting equipment; heavy mobile equipment; stationary mechanical equipment; recreation and playground equipment; surveying and drafting equipment; radio equipment; and laboratory equipment.
- 6291 Other Contractual Services** - Unusual and unclassified contractual expenditures, or service costs including rental, of land or equipment not otherwise classified; taxes; interest; water pump tax; refunds; service charges for microfilm and microfiche; software license. All contractual services with the exception of personnel services for ongoing operations (6191) or government agencies (6251).
- 6294 Lease Payments** - Rental of non-City-owned building or office space.
- 6300 COMMODITIES** - Expenditures for purchases of materials, supplies, parts and tools for operation, repair or replacement purposes.
- 6312 Postage (Central Services)** - For use by Central Services only. Postage related expenditures for all other programs should be charged to 391.
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- 6332 Mechanic Tool Allowance (Fleet Maintenance)** - Expenditures for tools and gadgets for authorized personnel in Fleet Maintenance Division.
- 6333 Safety Shoes (JTPA)** - For participants in blue-collar job related training activities when required.
- 6382 Gasoline & Diesel Fuel (Equipment Maintenance Fund 75)** - For City-owned vehicles and equipment.
- 6391 Operating Materials & Supplies** - Expenditures for purchases of materials, supplies, parts and tools for operation, repair or replacement purposes; non-consumable items (chairs, bookcases, filing cabinets, etc.) which are less than \$5,000 each, and computer-related hardware/peripherals less than \$1,000.00; printing, binding and duplicating costs; and items that cannot be placed in one of the foregoing classifications.
- 6392 Animal Food (Zoo)**
- 6393 Education Supplies (Zoo)**
- 6500 FIXED CHARGES** - Expenditures for purchases of materials, supplies, parts and tools for operation, repair or replacement purposes.
- 6511 Equipment Rental** - Rental for City-owned vehicles which includes operating costs and reserve for replacement.
- 6521 Insurance (Risk Management)** - Premiums for Liability and Property Insurance, employee Group Insurance and Workers Compensation Insurance.
- 6522 Losses Paid/Insurance Passthrough (Risk Management)** - Expenditures for the settlement of insurance claims.
- 6523 Unemployment Claims Paid (Risk Management)** - Settlement of unemployment claims.
- 6525 Benefit Payments** - Medical/Workers Compensation (Risk Management)
- 6526 Benefit Payments - Dental (Risk Management)**
- 6534 Computer Services** – Allocated charges for computer services rendered by the General Fund Computer Services Division to non-General Fund user departments.
- 6535 Customer Service (Water Utilities)** - Charges related to billings and collection including meter reading, computer services, mailing of bills, receipts and deposit of payments, investigation of complaints, and serving incoming and outgoing water users.
- 6537 IS Strategic Plan Implementation** – Allocated charges for I.S. related project services rendered by the Information Services Division.
- 6571 Building & Site Rental** - Allocated space rental for City-owned buildings and facilities maintenance, janitorial services and charges for utilities.
- 6572 City Yard Operations** - Charges to other departments for City yard space rental and use.
- 6590 Indirect Operating Expenses** - Charges for City general overhead expenses.

6591 Depreciation (Water Utility and Equipment Maintenance) - Portion of the cost of a fixed asset charged as an expense.

6600 CAPITAL

6611 Land - Expenditure for land acquisition or right-of-way for any purpose; costs of clearing land, appraisal; negotiation; condemnation and escrow.

6621 Buildings - Expenditure for acquisition and/or construction of buildings and attachments or components that are an integral part of the building.

6631 Improvements Other Than Buildings - Fire hydrants, fire alarms and signal equipment; traffic control and street name signs; street lights and electrollers; traffic signal and control equipment; sewer and water mains and appurtenances; water meters and fixtures; storm drains and ditches; parking meters; streets and alleys; curbs, gutters and sidewalks; fences, retaining walls; trees and landscaping; sprinkler systems; parking lot paving.

6632 New Water Services/Pipes and Accessories (Water Utility)

6633 Water Mains & Appurtenances (Water Utility)

6635 Water Capital Projects (Water Utility)

6641 Machinery & Equipment - Computers, office equipment, furniture and fixtures; surveying and drafting instruments; museum pieces; automobiles, trucks, motorcycles; construction and street maintenance equipment; fire fighting equipment; police equipment and firearms; laboratory and photographic equipment; athletic field equipment, recreation and playground equipment; shop equipment; mobile tools; radio equipment; sewer plant equipment; water plant equipment. ITEMS CHARGED TO THIS ACCOUNT MUST COST AT LEAST \$5,000 EACH (except computers and computer-related hardware equal to or greater than \$1,000.00).

6651 Books, Records & Video - All cloth bound publications (to distinguish from pamphlets, circulars and magazines), audio and video supplies.

6661 Computer Software-purchase above \$1,000

6661-1 Computer Software-purchase below \$1,000

6691 Animals - Expenditure for zoo and police animal purchases.

6700 DEBT SERVICE

6771 Capitalized Lease Obligation - Lease payments for property acquired by lease-purchase. Operating leases should be classified under Code 291.

6781 Bond Principal - Principal payments on bonds payable.

6782 Principal - Principal payments on notes and loans payable.

6791 Bond Interest - Interest payments on bonds payable.

6792 Interest - Interest payments on notes and loans payable.

6800 INTERFUND TRANSFERS**6900 MISCELLANEOUS**

- 6905 Commercial Rehabilitation Loans** - Expenditures for the rehabilitation of commercial buildings to encourage owners to upgrade properties in need of major remodeling or repair.
- 6906 Commercial Rehabilitation Rebates** - Expenditures for commercial rebates to encourage commercial building facade improvements.
- 6911 Reserve Appropriations** - Excess of anticipated revenues over appropriations, set aside for contingencies.
- 6913 Reserve for Claims** - (Risk Management)
- 6921 Reserve for Replacements - (Fleet Maintenance)**
- 6931 Payment to Subagents** - Payment to other governmental agencies such as the Orange County Water District, Sanitation District, and Santa Ana Unified School District.
- 6933 Payment to Subagents** - Contractual fees paid to organizations who carry out programs/projects on behalf of the City.
- 6951 Residential Rehabilitation Loans** - Loans for the rehabilitation of residential units to encourage owners to upgrade properties that need major remodeling or repair.
- 6953 Mortgage Assistance Loans** - Direct subsidies to eligible homebuyers under the City's Mortgage Assistance Program.
- 6991 Reserve for Depreciation** - Contra-account for depreciation.
- 6992 Housing Assistance Payment (Housing)** - HUD rental subsidy payments for low and moderate income residents.
- 6993 Damage Claims (Housing)** - Damage claims of landlords under the Housing Assistance Program.
- 6994 Vacancy Claims (Housing)** - Claims of landlords due to vacancy.
- 6999 Inventory Adjustments (Central Stores)** - Cost adjustments to physical count of inventory (overages or shortages).

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BUDGET LIAISONS

Budget Liaisons serve as the vital communication link between the City’s Executive Management Team (EMT) and the Budget Office staff. Agency liaisons are managers and analysts who handle daily administrative/operational functions (purchasing, payroll, expenditure and revenue trends for various funds, year-end balancing, personnel changes etc.) in their respective agencies. In conjunction with those duties, these individuals must also be budget liaisons which handle the following responsibilities for their agencies: expenditure and revenue forecasts, coordination and implementation of miscellaneous fees, quantification of policy impacts, position control, payroll projections, strategic planning coordination and other duties as assigned. The Budget Office would like to thank the budget liaisons, as well as key budget management and support teammates for their hard work, patience, diligence and humor throughout the fiscal year. Listed below are the budget liaisons and key individuals involved in budget management and support resulting in the completion of the FY 07-08 budget process/document.

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Clerk of the Council.....	Pat Healy Rita Gallardo Budget Office
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Finance & Mgmt. Services.....	Francisco Gutierrez Pamela Arends-King Budget Office
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Library.....	Silvia Cuevas
Parks, Rec. & Community Services.....	Gerardo Mouet Ron Ono Robert Carroll
Planning & Building Agency.....	Sue Barker
Personnel Services Agency.....	Henry Alva Waldo Barela Budget Office
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CAPITAL IMPROVEMENT PLAN COORDINATION TEAM

The Capital Improvement Plan Coordination Team is comprised of staff from various City departments. The team is responsible for reviewing all capital projects for timing and cost considerations, compiling lifecycle costs, and preparing a preliminary capital improvement plan recommendation for review and revision by the City Manager, City Council, Executive Management Team and various boards and commissions. Listed below are the CIP Coordination Team members and their area of responsibility.

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Parks Design.....	Ron Ono Suzi Furjanic
Water Engineering.....	Ray Burk Thom Coughran
Traffic Engineering.....	Zednek Kekula Vinh Nguyen T.C. Sutaria Monica Suter
Engineering Services.....	George Alvarez